



**Scientific, Technical and Economic
Committee for Fisheries (STECF)
Review of Guidelines for the National
Programs and Technical Reports under the
Data Collection Framework.
Report of the Subgroup on Research
Needs (SGECA/SGRN 09-03)

Joint Subgroup on Economic Affairs
(SGECA) and on Research Needs (SGRN)
of the Scientific, Technical and Economic
Committee for Fisheries (STECF)**

19-21 OCTOBER 2009, ISPRA

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EUR 24101 EN - 2009

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JRC 55709

EUR 24101 EN
ISBN 978-92-79-14362-5
ISSN 1018-5593
DOI 10.2788/48040

Luxembourg: Office for Official Publications of the European Communities

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Printed in Italy

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COMMISSION STAFF WORKING DOCUMENT

REVIEW OF NP AND TR GUIDELINES FOR THE DCF (SGECA/SGRN-09-03)

JOINT SUBGROUP ON ECONOMIC AFFAIRS (SGECA) AND ON RESEARCH NEEDS (SGRN) OF THE SCIENTIFIC, TECHNICAL AND ECONOMIC COMMITTEE FOR FISHERIES (STECF)

STECF OPINION EXPRESSED DURING THE PLENARY MEETING (PLEN-09-03)

09-13 November 2009, BRUSSELS

1. INTRODUCTION

STECF is requested to review the report of the **SGRN/ECA-09-03** Working Group of October 19 - 21, 2009 (Ispra) meeting, evaluate the findings and make any appropriate comments and recommendations.

2. TERMS OF REFERENCE

Review existing guidelines for the submission of NP's already addressed by SGRN-08-01, in particular by taking into consideration the preliminary work done during SGRN-09-02 and the review of the set of tables commented during the 2009 RCMs. Propose any obvious modifications that are required.

Establish new guidelines and templates for the submission of technical reports based on Council Regulation (EC) No. 199/2008, Commission Regulation 665/2008 and Commission Decision 2008/949/EC. Propose a final document based on the structure given by SGRN-09-02.

3. STECF COMMENTS AND RECOMMENDATIONS

STECF appreciates the Working Group's progress in reviewing and establishing improved guidelines for NP proposals and TR and corresponding standard tables. STECF endorses the approach and the majority of the findings of the Working Group.

STECF notes that not all of the recommendations in the Report of the SGECA-09-02 'Working Group on the quality aspects of the collection of economic data' (Barcelona, 11-14 May 2009) with regard to the inclusion of a 'methodological report' in the NP proposals and TR have been incorporated in the guidelines for NP proposals and TR. In order to take all recommendations of SGECA-09-02 into account, amended text for the economic part (III.B) of the guidelines for NP/TR and corresponding standard tables (III.B.2, III.B.3, IV.A.3, IV.B.2) are provided in Sections 4.6.1 to 4.6.3 for inclusion in the final versions of the guidelines and tables.

STECF further appreciates that recommendations by the Regional Co-ordination Meetings (RCMs, Sep-Oct 2009) for amendments of the guidelines and tables have been taken into account by SGRN/ECA-09-03.

With regard to the standard tables to be filled in by MS in their NP proposals and TR, STECF notes that there are several multiple entries to be made by MS for sampling activity information, e.g. the number of observer trips and fish to be measured. In particular, the entry of age samples into Table III.C.5 is confusing and redundant, as section III.C of the guidelines is dealing with métier-related variables only and age sampling is dealt with in section III.E and Table III.E.3. Consequently, only length sampling should be entered in Table III.C.5 and column H (requesting information on 'Variable expressed by length or by age?') in Table III.C.5 should be deleted.

SGRN/ECA requested clarification from STECF regarding the remit of the RCM on Long-Distant Fisheries (and corresponding participation of MS) and the species for which economic data from aquaculture should be collected. STECF **recommends** that at least Cyprus, France, Germany, Greece, Italy, Lithuania, Malta, The Netherlands, Portugal and Spain should participate in the RCM on Long-Distant Fisheries, considering their fisheries in the CECAF area, South Pacific, Indian Ocean and 'other regions where fisheries are operated by EU vessels and managed by RFMOs'.

Regarding the species list for economic data collection from the aquaculture sector (Table IV.A.1), STECF **recommends** to leave the list open (groups of species instead of exact species names) in order to include species that might become important for aquaculture in future.

3.1.1. STECF proposal for amended text (marked in red) of the economic part of the DCF Guidelines for National Programme (NP) proposals

III.B Economic variables

[Insert here supra-region header, according to Appendix II of Commission Decision 2008/949/EC. For each supra region, sections III.B.1-4 should be given.]

This section of the NP should provide a clear and detailed description of the data collection methodologies in the MS. MS is invited to refer to the report of the STECF/SGECA 09-02 meeting for additional clarifications.

III.B.1 Data acquisition

(a) Definition of variables

The variables are listed and defined in Appendix VI of Commission Decision 2008/949/EC. For those variables which are not defined in the Appendix VI MS should provide definition.

Templates for calculation of capital value and depreciation are available on the DCF website (<http://fishnet.jrc.it/web/datacollection>). MS shall consider them and give information on data estimation procedures. In the case they are not used MS should provide justifications.

The methodology for calculation of FTE should be in accordance with the Study FISH/2005/14 and amendments made by SGECA 07-01 report (15-19 January 2007, Salerno) and should be explained in the NP.

In addition to variables listed in Appendix VI of Commission Decision 2008/949/EC, environmental indicators to measure the effects of fisheries on the marine ecosystem should be considered. In particular, within this section of the NP, MS shall describe the methodology to calculate the “fuel efficiency of fish capture” (indicator 9 of Appendix XIII of Commission Decision 2008/949/EC). This indicator is calculated as the ratio between value of landings and cost of fuel, by quarter and by métier. MS shall describe the collection of value of landings by métier in the relevant section of the NP (section III.F.3). Regarding the quarterly cost of fuel by métier, it is

recommended that, in the case it cannot be derived from direct survey, MS shall estimate it considering a proportionality with the quarterly effort by métier.

(b) Type of data collection

MS should firstly indicate which type of data collection is to be applied for each fleet segment and for each economic variable as listed in Appendix VI of Commission Decision 949/08. Three different types of data collection schemes could be used for data collection:

- Census, which attempts to collect data from all members of a population. This would include collection of data from administrative records, as well as other cases in which data are derived from sources originally compiled for non-statistical purposes
- Probability Sample Survey, in which data are collected from a sample of a population members randomly selected
- Non-Probability Sample Survey, in which data are collected from a sample of population members not randomly selected.

The Standard Table III.B.3 should be used in order to illustrate which different types of data collection schemes will be used for different segments and different variable.

(c) Target and frame population

The *target population* is the population for which inferences are made and is clearly defined in the DCF. MS should:

- explain if there are deviations from the definition given in the DCF;
- describe the fleet segmentation (Standard Table III.B.1 with numbers of vessels per segment should be supplied);

The *frame* is a device that permits access to population units. The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification, sampling and contact. The information about frame population should be provided in Standard Table III.B.1.

For economic variables to be collected for active and non-active vessels, the population and the frame (normally based on the Community Fishing Fleet Register) are the same. For economic variables to be collected only for active vessels, the frame may be different from the population. In this case the source of information used to distinguish the frame from the population should be described.

The fleet segments in table III.B.1 should correspond to those listed in Appendix III of the DCF, and the 'Total population nos.' should be those of the official fleet register on the 1st of January. The column, headed 'Reference *year*' should give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table. Example: if, as part of a MS's National Programme for 2011-2013, data have been collected on variable costs incurred in 2010, then the

cell 'NP-year' in the top of the table should read '2011-2013' and the entry in the column 'Reference years' should read '2010'.

Clustering of fleet segments should be described and information should be given on the segments that are clustered, as required by the DCF and following SGECA recommendations.

MS should distinguish between segments considered for clustering as follows:

1. Important segments with distinct characteristics
2. Segments similar to other segments
3. Non-important segments with distinct characteristics

Importance of fleet segments should be assessed in terms of landings (value and volume) and/or effort. Similarity should be demonstrated using expert knowledge on fishing patterns or on available data on landings and/or effort.

MS is invited to refer to the report of the STECF/SGECA 09-02 meeting in order to cluster segments according to their different characteristics.

Standard Table III.B.2 should report the segments that have been clustered. Clusters should be named after the biggest segment in terms of number of vessels.

Following the proposal of the 2009 RCM Med and in order to ensure the comparability of data at regional level, clusters should be discussed and agreed by RCMs after the first year, i.e. in 2010.

Description of fields in the table III.B.1 : Population segments for collection of economic data

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. "GER"
Supra-region	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix II
Fleet segment	Refer to the naming convention used in Comm. Dec. 2008/949/EC Appendix III. put an asterisk in the case the segment has been clustered with other segment(s)
Reference year	Give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table.
Target population no	Total number of vessels in each of the fleet segments.
Frame population no	Number of vessels accessible for sampling in each of the fleet segments.
Planned sample no	Number of vessels comprised in the sampling plan for each of the fleet segments. Where planned sample numbers differ for the estimation of different parameters within a segment, please give the appropriate range.
Planned sample rate	Planned sampling rate for each of the segments. Where planned sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Type of data collection scheme	Enter the code of the data collection scheme, as referred to in subsection III.B.1.(b).

Description of fields in the table III.B.2 : Economic Clustering of fleet segments

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. “GER”
Supra region	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix II
Reference year	Give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table.
Name of the clustered fleet segments	Provide an entry for all the segments marked with an asterisk in table III.B.1
Total number of vessels in the cluster from the most recent information	Total number of vessels in each of the clusters.
Name of the clustered fleet segments	Provide an entry for all the segments marked with an asterisk in Table III.B.1
Total number of vessels in the cluster from the most recent information	[Isn't it redundant with III.B.1?].
Fleet segments which have been clustered	Refer to the naming convention used in Comm. Dec. 2008/949/EC Appendix III
Classification of segments which have been clustered	<p>I: Important segments with distinct characteristics</p> <p>S: Segments similar to other segments</p> <p>N: Non-important segments with distinct characteristics</p>
Number of vessels in the segment from the most recent information	Total number of vessels in each of the fleet segments.

Description of fields in the table III.B.3: Economic Data collection strategy

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. “GER”
Supra region	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix II
Variable group	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix XII
Variables	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix XII
Reference year	Give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table.
Data sources	Enter the data sources, as referred to in subsection III.B.1.(d), for all the variables listed in Appendix .

Type of data collection scheme	Enter the code of the data collection scheme, as referred to in subsection III.B.1.(b).
Type of error	Bias and/or Variability
Accuracy indicator	According to STECF/SGECA 09-02 recommendations
Fleet segment	Fleet segments can be reported as "all segments" where the sampling strategy is the same for all segments, otherwise MS should specify the segments for which a specific sampling strategy has been used.

Regarding Chapter III A.2.(3) of the Commission Decision 2008/949/EC, MS have to describe the approach followed to allocate vessels in each supra region (e.g. fishing days, catches, ...).

(d) Data sources

The description should be provided per each type of data collection scheme.

MS should provide a list of data sources used (logbook, sales notes, accounts, etc.) and a description of each. The information on data sources used to collect each variable per segment should be provided in Standard Table III.B.3.

If a questionnaire is going to be used, a copy of this may be included in an annex to the NP. Otherwise MS shall provide it in the TR or updated NP.

MS should provide information how the consistency of data coming from different data sources will be ensured.

(e) Sampling frame and allocation scheme

The description should be provided if sampling is planned (Probability Sample Survey or/and Non-Probability Sample Survey).

Type of sampling strategy

MS should describe the selection of sampling units and therefore the type of sampling strategy used (e.g., simple random sampling, systematic sampling, sampling with PPS, multiple stage sampling, etc.)

Further stratification within fleet segment

MS should describe if fleet segments have been divided into subsets (strata) before the selection of a sample. MS should define what parameters have been used to stratify.

Determination of sample size for each fleet segment

MS should explain which targets have been used to determine the sample size and why these targets have been chosen. MS should present the sample size by fleet segment in Standard Table III.B.1, together with the coverage rate (number of vessels in the sample/number of vessels in the population).

Sample evolution over time, rotational groups

In the case where rotation is applied to substitute non-responsive units, this should be clearly described and the consequences for the estimates should be discussed.

MS should describe any projected changes in sample size over time and should report the number of sample units that will be substituted from one year to another.

III.B.2 Estimation

Information on methodologies to derive final estimates from data collected should be given for each variable.

Estimation methods from sample to population

MS should describe the type of estimators used according to the type of sampling strategy (for example, Horvitz-Thompson or Hansen-Hurwitz estimators)

MS should describe estimation procedures, including the nature of any additional information used.

The text of the NP should contain a description of estimators and estimation procedures. Raising factors and other details may be included in an annex to the NP.

Imputation of non responses/ Non-response adjustments

MS should describe the statistical models used, e.g., regression analysis, adjustments of raising actors, etc.

Where substitution is applied in cases of unit non-responses, the following information should be provided:

- method of selection of substitutes;
- main characteristics of substituted units compared to original units.

III.B.3 Data quality evaluation

The description should be provided per each type of data collection scheme.

MS should describe the methods to assess the variability of the estimates and to assess the bias derived from non-responses and from the use of models in case of non-probability sampling. **MS is invited to refer to the report of the STECF/SGECA 09-02 meeting where these terms are defined and explained.**

MS shall use standard table III.B.3 to give further details on the methods used to assure the quality of the collected data. Information on data quality evaluation **depends on the type of data collection**

and on the type of error. Methods used have to be described in the text (MS should use The European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information).

MS should distinguish two types of error: bias and variability. Accuracy indicators should be provided in the Standard Table III.B.3. It is proposed that:

- in case of A – census. None variability indicators could be planned. MS should give information on targeted response rate.
- in case of B - Probability Sample Survey. Indicators of bias: coverage rates and/or response rates. Indicators of Variability: Coefficient of variation (CV)
- in case of C - Non-Probability Sample Survey. Indicators of bias: coverage rates and/or response rates. Indicators of Variability: variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to assess such variability in this section of the NP.

III.B.4 Data presentation

MS should indicate when data will be available to end users and the time lag with respect to the reference year.

Confidentiality problems and the need for clustering of segments in the phase of presentation of the results should be discussed in this section.

III.B.5 Regional coordination

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of economic variables. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. Print recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

III.B.6 Derogations and non-conformities

MS shall justify any derogation requested and any non-conformity with the requirements of the DCF. When relevant, this justification should be based on scientific evidence. Note that under the DCF there are no provisions for the exclusion of any part of the vessel population from data collection (by means of thresholds for, e.g., fishing effort, quantities landed, revenues, etc.).

IV.A Collection of data concerning the aquaculture

IV.A.1 General description of the aquaculture sector

Use this section, and standard table IV.A.1, to give a general and concise description of the MS's aquaculture sector. The prime aim of standard table IV.A.1 is to get an overview of the typologies of aquaculture present in each MS and also for which the NP Proposal should have either concrete plans for sampling activities or a justification of the requested derogations. Enter 'Yes' or 'No' in the appropriate cells of standard table IV.A.1, regardless of the quantities produced. If quantities produced by a certain segment are too small to justify any sampling activities, then this should be justified in the section « IV.A.6. Derogations and non-conformities » and should be identified with NS (no sampling) in table IV.A.1 in brackets behind “Yes” in the respective cell.

Provide information on the importance of the aquaculture sector compared with the fishery sector, in terms of values and volume (tons) of production.

IV.A.2 Data acquisition

(a) Definition of variables

The variables are listed and defined in Appendix X of Commission Decision 2008/949/EC. ~~For those variables which are not defined in the Appendix VI MS should provide definition.~~

~~Data sources (e.g. company accounts, survey, etc.) should be clearly stated for each variable. Methodologies to derive final estimates from these data sources should be described. Where survey work is being undertaken, concise details should be given about methodology (including sampling procedures). MS may provide detailed calculation procedures, including statistical ones, in an annex.~~

Specify which is the reference year of the data that will be collected and when final validated data will be available. In the different years of the NP data for different reference years will be collected. Hence a separate row for each variable or segment for each reference year has to be provided.

~~Follow Appendix XI of Commission Decision 2008/949/EC to stratify the population and enterprises should be segmented according to their main farming technique. In this view, describe the criteria used to identify the main farming technique (e.g. on the basis of turnover, production, ...).~~

~~Further segmentation on the basis of size or other criteria shall be explained.~~

The methodology for calculation of FTE should be in accordance with the Study FISH/2005/14 and should be explained in the NP.

(b) Type of data collection

Indicate which type of data collection is to be applied for each economic variable as listed in Appendix XII of Commission Decision 949/08. Three different types of data collection schemes could be used for data collection:

- A. Census, which attempts to collect data from all members of a population. This would include collection of data from administrative records, as well as other cases in which data are derived from sources originally compiled for non-statistical purposes
- B. Probability Sample Survey, in which data are collected from a sample of a population members randomly selected
- C. Non-Probability Sample Survey, in which data are collected from a sample of population members not randomly selected.

(c) Target and frame population

Use standard table IV.A.2. to give a general outline of (i) the population nos. by segment, (ii) the planned sampling levels and sample rates (columns 'Planned sample no.' and 'Planned sample rate'), and (iii) the sampling method(s) that will be used (column 'Sampling strategy'). The segments in table IV.A.2 should correspond to those listed in Appendix XI of the DCF.

Description of fields in table IV.A.2: Population segments for collection of aquaculture data

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Segment	Refer to the naming convention used in Comm. Dec. 2008/949/EC Appendix XI.
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.
Total population no	Number of enterprises comprised in each of the segments.
Frame population no	Number of enterprises accessible for sampling in each of the segments.
Planned sample no.	Number of enterprises comprised in the sampling plan for each of the segments. Where planned sample numbers differ for the estimation of different parameters within a segment, please give the appropriate range.
Planned sample rate	Planned sampling rate for each of the segments. Where planned sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Type of data collection scheme	Enter the code of the data collection scheme, as referred to in subsection (b).

Description of fields in table IV.A.3: Sampling strategy - Aquaculture sector

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Variables (as listed in Appendix X)	Enter the name of the variables as listed in Commission Decision 2008/949/EC Appendix X.
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.

Data sources	Indicate the name(s) of the sources used for collecting the data and detailed in section IV.A.2.(e) of the NP proposal.
Type of data collection scheme	Indicate the code of the data collection scheme as detailed in section IV.A.2 (b) of the NP proposal.
Variability indicator	Specify the variability indicators to be used in relation to the type of collection scheme
Type of error	Bias and/or Variability
Accuracy indicator	According to STECF/SGECA 09-02 recommendations
Segments	Enter the name of the segments, which may be a composition of the segments names listed in Commission Decision 2008/949/EC Appendix XI.

The population to be considered is composed of enterprises whose primary activity is defined according to the EUROSTAT definition under NACE Code 03.2: “Fish Farming”. In case additional sources (e.g. veterinary register, aquaculture licences register, ...) are to be used to adjust the population, MS shall explain the procedure used.

Follow Appendix XI of Commission Decision 2008/949/EC to stratify the population and enterprises should be segmented according to their main farming technique. In this view, describe the criteria used to identify the main farming technique (e.g. on the basis of turnover, production, .).

Further segmentation on the basis of size or other criteria shall be explained.

The column, headed 'Reference year' should give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table. Example: if, as part of a MS's National Programme for 2011-2013, data have been collected on the turnover made in 2009, then the cell 'NP-year' in the top of the table should read '2011-2013' and the entry in the column 'Reference year' should read '2009'.

Target population.

The target population is the population for which inferences are made and is defined in the DCF. MS should:

- explain if there are deviations from the definition given in the DCF;
- describe the segmentation if it is used.

Frame Population.

The frame is a device that permits access to population units. The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification,

sampling and contact. The information about frame population should be provided in Standard Table IV.A.2.

(d) Data sources

Provide a list of data sources planned to be used and a description of each. The information on data sources to be used to collect each variable per segment (if segmentation is used) should be provided in Standard table IV.A.3.

If a questionnaire is going to be used, a copy of this may be included in an annex to the NP.

Provide information how the consistency of data coming from different data sources will be ensured.

(e) Sampling stratification and allocation scheme

The description should be provided if sampling is planned (Probability Sample Survey or/and Non-Probability Sample Survey).

Type of sampling strategy

Describe the selection of sampling units and therefore the type of sampling strategy used (e.g., simple random sampling, systematic sampling, sampling with PPS, multiple stage sampling, etc.)

Further stratification within sector/segment

Describe if sector/segments will be divided into subsets (strata) before the selection of a sample. MS should define what parameters will be used to stratify.

Determination of sample size

Explain which targets have been used to determine the sample size and why these targets have been chosen. Present the planned sample size (if segmentation is used by segment) in Standard table IV.A.2.

Sample evolution over time, rotational groups

In the case where rotation is applied to substitute non-responsive units, this should be clearly described and the consequences for the estimates should be discussed.

Describe any projected changes in sample size over time and should report the number of sample units that will be substituted from one year to another.

IV.A.3 Estimation

Information on planned methodologies to derive final estimates from data collected should be given for each variable.

Estimation methods from sample to population

Describe the type of estimators to be used according to the type of sampling strategy (for example, Horvitz-Thompson or Hansen-Hurwitz estimators)

Describe estimation procedures, including the nature of any additional information planned to be used.

The text of the NP should contain a description of estimators and estimation procedures. Raising factors and other details may be included in an annex to the NP.

Imputation of non responses/ Non-response adjustments

Describe the methods planned (e.g., regression analysis, adjustments of raising actors, etc.) for dealing with non-responses and other data deficiencies.

IV.A.4 Data quality evaluation

A description should be provided per each type of data collection scheme.

Use standard table IV.A.2 to give further details on the sampling methods used (column 'Sampling strategy') and describe the methods planned to assure the quality of the collected data.

MS should describe the methods to assess the variability of the estimates and to assess the bias derived from non-responses and from the use of models in case of non-probability sampling. MS is invited to refer to the report of the STECF/SGECA 09-02 meeting where these terms are defined and explained

MS shall use standard table IV.A.3 to give further details on the methods used to assure the quality of the collected data. Information on data quality evaluation depends on the type of data collection and on the type of error. Methods used have to be described in the text (MS should use The European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information).

MS should distinguish two types of error: bias and variability. Accuracy indicators should be provided in the Standard Table IV.A.3. It is proposed that:

~~Information on data quality can be given in terms of target precision levels in the case of statistical sample and in terms of sample rate when precision levels cannot be calculated. Other methods can also be used and they have to be described in the text (MS should use The European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information).~~

~~Two types of error should be distinguished: bias and variability. Targets for variability indicators should be provided in the Standard table IV.A.3. It is proposed that:~~

- ~~• in case of A – census. None variability indicators could be planned. MS should give information on targeted response rate.~~
- ~~• in case of B - Probability Sample Survey. Indicators of bias: coverage rates and/or response rates. Indicators of Variability: Coefficient of variation (CV)~~

~~in case of C - Non-Probability Sample Survey. Indicators of bias: coverage rates and/or response rates. Indicators of Variability: variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to assess such variability in this section of the NP For data collection type A (census), where the variability indicator is “none”, MS should give information on the targeted response rate;~~

~~For data collection type B (Probability Sample Survey), the coefficient of variation (CV) is preferred as an accuracy indicator and has to be used to define the planned target for data collection. However MS could use other accuracy indicators to define the planned targets (e.g. precision level, confidence intervals etc.);~~

~~For data collection type C (Non-Probability Sample Survey), the variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to to assess such variability in the NP.~~

IV.A.5 Presentation

Indicate when data will be available to end users, and the time lag with respect to the reference year.

Confidentiality problems, and the need for clustering of segments when presenting the results, should be discussed in this section.

IV.A.6 Regional coordination

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of economic data from the aquaculture sector. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

IV.A.6 Derogations and non-conformities

MS shall justify any derogation requested and any non-conformity with the requirements of the DCF. When relevant, this justification should be based on scientific evidence.

IV.B. Collection of data concerning the processing industry

IV.B.1 Data acquisition –

(a) Definition of variables

The variables are listed and defined in Appendix XII of Commission Decision 2008/949/EC. For those variables which are not defined in the Appendix XII MS should provide definition and chosen methodology if necessary as stated in the Appendix XII of Commission Decision.

MS shall specify for which reference year the data will be collected and when finally validated data will be available. In the different years of the National Programme data for different reference year will be collected. Hence a separate row for each variable or segment for each reference year has to be provided.

The methodology for calculation of FTE should be in accordance with the Study FISH/2005/14 and should be explained in the NP.

(b) Type of data collection

Indicate which type of data collection is to be applied for each economic variable as listed in Appendix XII of Commission Decision 949/08. Three different types of data collection schemes could be used for data collection:

- Census, which attempts to collect data from all members of a population. This would include collection of data from administrative records, as well as other cases in which data are derived from sources originally compiled for non-statistical purposes
- Probability Sample Survey, in which data are collected from a sample of a population members randomly selected
- Non-Probability Sample Survey, in which data are collected from a sample of population members not randomly selected.

(c) Target and frame population

The population is defined in the DCF. The population shall refer to enterprises whose main activity is defined according to the Eurostat definition under NACE Code 10.20: 'products'. "Processing and preserving of fish, crustaceans and molluscs."

For those enterprises that carry out fish processing but not as a main activity, it is also mandatory to provide information on population.

If segmentation is to be used the criteria for it should be number of persons employed and/or turnover. Standard table IV.B.1 should be used to present information on target and frame

population. The column, headed 'Reference years' should give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table. Example: if, as part of a MS's National Programme for 2011-2013, data have been collected on variable costs incurred in 2009, then the cell 'NP-year' in the top of the table should read '2011-2013' and the entry in the column 'Reference years' should read '2009'.

Target population.

The target population is the population for which inferences are made and is defined in the DCF. MS should:

- explain if there are deviations from the definition given in the DCF;
- describe the segmentation if it is used.

Frame Population.

The frame is a device that permits access to population units. The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification, sampling and contact. The information about frame population should be provided in Standard table IV.B.1.

(d) Data sources

Provide a list of data sources to be used and a description of each. The information on data sources used to collect each variable per segment (if segmentation is used) should be provided in Standard table IV.B.2.

If a questionnaire is going to be used, a copy of this may be included in an annex to the NP.

Provide information how the consistency of data coming from different data sources will be ensured.

(e) Sampling stratification and allocation scheme

A description should be provided if sampling is planned (Probability Sample Survey or/and Non-Probability Sample Survey).

Type of sampling strategy

Describe the selection of sampling units and therefore the type of sampling strategy used (e.g., simple random sampling, systematic sampling, sampling with PPS, multiple stage sampling, etc.)

Further stratification within sector/segment

Describe if sector/segments have been divided into subsets (strata) before the selection of a sample. Define which parameters have been used to stratify.

Determination of sample size

Explain which targets have been used to determine the sample size and why these targets have been chosen. Present the sample size (if segmentation is used by segment) in Standard table IV.B.1.

Sample evolution over time, rotational groups

In the case where rotation is applied to substitute non-responsive units, this should be clearly described and the consequences for the estimates should be discussed.

Describe any projected changes in sample size over time and report the number of sample units that will be substituted from one year to another.

Description of fields in table IV.B.1: Processing industry: Population segments for collection of economic data.

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Segment	If applied, refer to the segmentation by number of employees used in Comm. Dec. 2008/949/EC Appendix XII or give the range of turnover for the different segments, when turnover is used for segmentation Otherwise indicate “entire segment”.
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.
Total population no	Number of enterprises comprised (in each of the segments, if segmentation is used).
Frame population no	Number of enterprises accessible for sampling (in each of the segments, if segmentation is used).
Planned sample no.	Number of enterprises comprised in the sampling plan (for each of the segments, if segmentation is used). Where planned sample numbers differ for the estimation of different parameters (within a segment, if segmentation is used), please give the appropriate range.
Planned sample rate	Planned sampling rate for each of the segments. Where planned sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Type of data collection scheme	Indicate the code of the planned data collection scheme as detailed in section IV.B.1 (b) of the NP proposal.

Description of fields in table IV.B.2: Sampling strategy - Processing industry

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Variables (as listed in Appendix XII)	Enter the name of the variables as listed in Commission Decision 2008/949/EC Appendix XII.
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.
Data sources	Indicate the name(s) of the sources used for collecting the data and detailed in section IV.B.1.(d) of the NP proposal.
Type of data collection scheme	Indicate the code of the data collection scheme as detailed in section IV.B.2.(b) of the NP proposal.

Type of error	Bias and/or Variability
Accuracy indicator	According to STECF/SGECA 09-02 recommendations
Variability indicator	Specify the variability indicators to be used in relation to the type of collection scheme
Segments	If applied, refer to the segmentation by number of employees used in Comm. Dec. 2008/949/EC Appendix XII or give the range of turnover for the different segments, when turnover is used for segmentation. Otherwise indicate “entire sector”.

IV.B.2 Estimation

Give information on planned methodologies to derive final estimates from data collected for each variable.

Estimation methods from sample to population

Describe the type of estimators to be used according to the type of sampling strategy (for example, Horvitz-Thompson or Hansen-Hurwitz estimators)

Describe planned estimation procedures, including the nature of any additional information used.

The text of the NP should contain a description of estimators and estimation procedures. Raising factors and other details may be included in an annex to the NP.

Imputation of non responses/ Non-response adjustments

Describe the methods planned (e.g., regression analysis, adjustments of raising actors, etc.) for dealing with non-responses and other data deficiencies.

IV.B.3 Data quality evaluation

A description should be provided per each type of data collection scheme.

Use standard table IV.B.1 to give further details on the sampling methods that will be used (column 'Sampling strategy') and this section for the description of the methods planned to assure the quality of the collected data.

MS should describe the methods to assess the variability of the estimates and to assess the bias derived from non-responses and from the use of models in case of non-probability sampling. MS is invited to refer to the report of the STECF/SGECA 09-02 meeting where these terms are defined and explained

MS shall use standard table IV.B.2 to give further details on the methods used to assure the quality of the collected data. Information on data quality evaluation depends on the type of data collection and on the type of error. Methods used have to be described in the text (MS should use The

European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information).

MS should distinguish two types of error: bias and variability. Accuracy indicators should be provided in the Standard Table IV.B.2. It is proposed that:

- in case of A – census. None variability indicators could be planned. MS should give information on targeted response rate.
- in case of B - Probability Sample Survey. Indicators of bias: coverage rates and/or response rates. Indicators of Variability: Coefficient of variation (CV)
- in case of C - Non-Probability Sample Survey. Indicators of bias: coverage rates and/or response rates. Indicators of Variability: variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to assess such variability in this section of the NP

~~Information on data quality can be given in terms of target precision levels in the case of statistical sample and in terms of sample rate when precision levels cannot be calculated. Other methods can also be used and they have to be described in the text (MS should use The European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information).~~

~~Two types of error should be distinguished: bias and variability. Targets for variability indicators should be provided in the Standard table IV.B.2. It is proposed that:~~

~~For data collection type A (census), where the variability indicator is “none”, MS should give information on the targeted response rate;~~

~~For data collection type B (Probability Sample Survey), the coefficient of variation (CV) is preferred as an accuracy indicator and has to be used to define the planned target for data collection. However MS could use other accuracy indicators to define the planned targets (e.g. precision level, confidence intervals etc.);~~

- ~~For data collection type C (Non-Probability Sample Survey), the variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to assess such variability in the NP.~~

IV.B.4 Data presentation

Indicate when data will be available to end users and the time lag with respect to the reference year.

Confidentiality problems and the need for clustering of segments in the phase of presentation of the results should be discussed in this section.

IV.B.5 Regional coordination

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of economic variables for the processing sector. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

IV.B.6 Derogations and non-conformities

MS shall justify any derogation requested and any non-conformity with the requirements of the DCF. When relevant, this justification should be based on scientific evidence.

3.1.2. *STECF proposal for amended text (marked in red) of the economic part of the DCF Guidelines for Technical Reports (TR)*

III.B Economic variables

[Insert here supra-region header, according to Appendix II of Commission Decision 2008/949/EC. For each supra region, sections III.B.1-4 should be given.]

III.B.1 Achievements: Results and deviation from NP proposal

Update standard tables III.B.1, III.B.2 and III.B.3 with the information collected during the sampling year.

Description of fields in the table III.B.1: Population segments for collection of economic data

Fields	Description/definition of the fields
Achieved Sample no.	Achieved number of vessels comprised in the sampling for each of the fleet segments. Where achieved sample numbers differ for the estimation of different parameters within a segment, please give the appropriate range.
Achieved Sample rate	Achieved sampling rate for each of the segments. Where achieved sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.

Description of fields in the table III.B.2: Economic Clustering of fleet segments

Fields	Description/definition of the fields
Total number of vessels in the cluster by the 1st of January of the sampling year	Updated number of vessels comprised in each of the clusters.

Number of vessels in the segment by the 1st of January of the sampling year	Updated number of vessels comprised in each of the fleet segments.
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Description of fields in the table III.B.3: Economic Data collection strategy

Fields	Description/definition of the fields
Value of the accuracy indicators	Provide the value of the achieved accuracy as named in column I

In case of census with a very low achieved response rate (<70%), MS has to evaluate the representativeness of the data collected on the respondents.

List the shortfalls (if any) in the achieved data collection compared to what was planned in the relevant NP proposal, and explain the reasons for the shortfalls. Explain any deviation from the sampling intensity proposed, the methods used for collecting data and for estimating the parameters.

MS are reminded of the fact that the DCF has no provisions for the exclusion of any part of the vessel population from data collection (by means of thresholds for, e.g., fishing effort, quantities landed, revenues, etc.). If, nonetheless, part of the fleet was excluded from sampling, the reasons for this should be thoroughly explained and justified.

III.B.2 Data quality: Results and deviation from NP proposal

Update standard tables III.B.3 with the values of the accuracy indicators.

List the shortfalls (if any) in the achieved accuracy compared to what was planned in the relevant NP proposal, and explain the reasons for the shortfalls.

III.B.3 Follow-up of Regional and international recommendations

List the appropriate recommendations from all relevant RCMs related to the economic variables and give a brief description of the responsive actions taken. Use sub-headers to make the distinction between the different RCMs, and print recommendations and responses in a different font style (e.g. bold and/or italic for the recommendations and normal text for the descriptions of the action taken). There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

In doing so, you may have to go back several years in time and refer to RCM reports of more than one year ago. Most of the RCM recommendations and proposed actions will only take effect in the year following the actual meeting of the RCM and the actions taken by MS will only become visible in the Technical Reports that are submitted two or three years later.

III.B.4 Actions to avoid shortfalls

Briefly describe the actions that will be considered / have been taken to avoid the shortfalls in the future and when these actions are expected to produce effect. If there are no shortfalls, then this section can be skipped.

IV. MODULE OF THE EVALUATION OF THE ECONOMIC SITUATION OF THE AQUACULTURE AND PROCESSING INDUSTRY

IV.A Collection of data concerning the aquaculture

IV.A.1 Achievements: Results and deviation from NP proposal

Update standard tables IV.A.2 and IV.A.3 with the information collected during the sampling year.

Description of fields in the table IV.A.2: Population segments for collection of aquaculture data

Fields	Description/definition of the fields
Achieved no. sample	Achieved number of enterprises comprised in the sampling for each of the segments. Where achieved sample numbers differ for the estimation of different parameters within a segment, please give the appropriate range.
Achieved Sample rate	Achieved sampling rate for each of the segments. Where achieved sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Achieved sample rate / planned sample rate	Automatic filling with the figures achieved vs planned

Description of fields in the table IV.A.3: Sampling strategy – Aquaculture sector

Fields	Description/definition of the fields
Value of the accuracy indicators	Provide the value of the achieved accuracy as named in column I
Achieved variability	Provide the value of the achieved variability as named in column F
Bias indicator	Indicate which bias indicator is used.
Value of the bias indicator	Provide the value of the bias indicator as named in column H.

In case of census with a very low achieved response rate (<70%), MS has to evaluate the representativeness of the data collected on the respondents.

List the shortfalls (if any) in the achieved data collection compared to what was planned in the relevant NP proposal, and explain the reasons for the shortfalls. Explain any deviation from the sampling intensity proposed, the methods used for collecting data and for estimating the parameters.

MS are reminded of the fact that the DCR has no provisions for the exclusion of any part of the population from data collection (by means of thresholds for, e.g., number of employees, quantities

produced, revenues, etc.). If, none-theless, part of the aquaculture sector was excluded from sampling, the reasons for this should be thoroughly explained and justified.

IV.A.2 Data quality: Results and deviation from NP proposal

Update standard tables IV.A.3 with the values of the accuracy indicators.

List the shortfalls (if any) in the achieved accuracy compared to what was planned in the relevant NP proposal, and explain the reasons for the shortfalls.

IV.A.3 Follow-up of Regional and international recommendations

List the appropriate recommendations from all relevant RCMs related to the aquaculture variables and give a brief description of the responsive actions taken. Use sub-headers to make the distinction between the different RCMs, and print recommendations and responses in a different font style (e.g. bold and/or italic for the recommendations and normal text for the descriptions of the action taken). There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

In doing so, you may have to go back several years in time and refer to RCM reports of more than one year ago. Most of the RCM recommendations and proposed actions will only take effect in the year following the actual meeting of the RCM and the actions taken by MS will only become visible in the Technical Reports that are submitted two or three years later.

IV.A.4 Actions to avoid shortfalls

Briefly describe the actions that will be considered / have been taken to avoid the shortfalls in the future and when these actions are expected to produce effect. If there are no shortfalls, then this section can be skipped.

IV.B Collection of data concerning the processing industry

IV.B.1 Achievements: Results and deviation from NP proposal

Update standard tables IV.B.1 and IV.B.2 with the information collected during the sampling year.

Description of fields in the table IV.B.1: Processing industry - Population segments for collection of economic data

Fields	Description/definition of the fields
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Achieved no. sample	Achieved number of enterprises comprised in the sampling for each of the segments. Where achieved sample numbers differ for the estimation of different parameters within a segment, please give the appropriate range.
Achieved Sample rate	Achieved number sampling rate for each of the segments. Where achieved sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Achieved sample rate / planned sample rate	Automatic filling with the figures achieved vs planned

Description of fields in the table IV.B.2: Sampling strategy – Processing industry

Fields	Description/definition of the fields
Value of the accuracy indicators	Provide the value of the achieved accuracy as named in column I
Achieved variability	Provide the value of the achieved variability as named in column F
Bias indicator	Indicate which bias indicator is used.
Value of the bias indicator	Provide the value of the bias indicator as named in column H.

In case of census with a very low achieved response rate (<70%), MS has to evaluate the representativeness of the data collected on the respondents.

List the shortfalls (if any) in the achieved data collection compared to what was planned in the relevant NP proposal, and explain the reasons for the shortfalls. Explain any deviation from the sampling intensity proposed, the methods used for collecting data and for estimating the parameters.

MS are reminded of the fact that the DCR has no provisions for the exclusion of any part of the population from data collection (by means of thresholds for, e.g., number of employees, quantities produced, revenues, etc.). If, none-theless, part of the processing industry was excluded from sampling, the reasons for this should be thoroughly explained and justified.

IV.B.2 Data quality: Results and deviation from NP proposal

Update standard tables IV.A.3 with the values of the accuracy indicators.

List the shortfalls (if any) in the achieved accuracy compared to what was planned in the relevant NP proposal, and explain the reasons for the shortfalls.

IV.B.3 Follow-up of Regional and international recommendations

List the appropriate recommendations from all relevant RCMs related to the aquaculture variables and give a brief description of the responsive actions taken. Use sub-headers to make the distinction between the different RCMs, and print recommendations and responses in a different font style (e.g. bold and/or italic for the recommendations and normal text for the descriptions of the action taken).

There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

In doing so, you may have to go back several years in time and refer to RCM reports of more than one year ago. Most of the RCM recommendations and proposed actions will only take effect in the year following the actual meeting of the RCM and the actions taken by MS will only become visible in the Technical Reports that are submitted two or three years later.

IV.B.4: Actions to avoid shortfalls

Briefly describe the actions that will be considered / have been taken to avoid the shortfalls in the future and when these actions are expected to produce effect. If there are no shortfalls, then this section can be skipped.

3.1.3. STECF proposal for amended DCF standard tables for NP proposals and TR

Table III.B.2 - Economic Clustering of fleet segments								NP years	
								TR Year	
MS	Supra region	Reference year	Name of the clustered fleet segments	Total number of vessels in the cluster from the most recent information	Total number of vessels in the cluster by the 1 st of January of the sampling year	Fleet segments which have been clustered	Classification of segments which have been clustered (a)	Number of vessels in the segment from the most recent information	Number of vessels in the segment by the 1 st of January of the sampling year
FRA	Baltic Sea, North Sea and Eastern Arctic, and North Atlantic	2008	Beam trawlers 18-24 m*	150	150	Beam trawlers 12-18 m	S	5	9
						Beam trawlers 18-24 m	I	145	141
a)	I: Important segments with distinct characteristics								
	S: Segments similar to other segments								
	N: Non-important segments with distinct characteristics								

Table III.B.3 - Economic Data collection strategy									NP years	
									TR year	
MS	Supra region	Variable group	Variables	Reference year	Data sources	Type of data collection scheme (a)	Type of error (b)	Accuracy indicator (c)	Value of the accuracy indicators	Fleet segments (d)
ESP	Baltic Sea, North Sea and Eastern Arctic, and North Atlantic	Income	Gross value of landings	2010	logbook	A	Bias	Response rate	90%	All segments
			Other income	2010	questionnaires	B	Bias and Variability	Coverage rate and CV	coverage rate: 25%	Beam trawlers <6 m, beam trawlers 6-12 m
									CV: 3%	Beam trawlers 18-24 m*
			Other income	2010	questionnaires	C	Bias	Coverage rates	80%	passive gears <6 m
(a) A: census, B: Probability Sample survey, C: Non-Probability Sample survey										
(b) Variability or Bias										
(c) For bias: response rates and/or coverage rates and/or representativeness of the sample (always required in case of low response rate (<70%)). For variability: CV in case of B and variability of estimates in case of C										
(d) fleet segments can be reported as "all segments" in the case the sampling strategy is the same for all segments, otherwise MS should specify the segments for which a specific sampling strategy has been used										

Table IV.A.3 – Sampling strategy - Aquaculture sector

							NP years	
							TR year	
MS	Variables (as listed in Appendix X)	Reference year	Data sources	Type of data collection scheme (a)	Type of error (b)	Accuracy indicator (c)	Value of the accuracy indicators	Segments (d)
	Turnover	2010	Financial accounts	A	Bias	Response rate	90%	all segments
	Energy costs	2010	questionnaires	B	Bias and variability	Coverage rate and CV	Coverage rate: 25% CV: 3%	Land based farms - Hatcheries and Nurseries- other marine fish
	Energy costs	2010	questionnaires	C	Bias	Coverage rates	80%	Land based farms - On growing - sea bass & sea bream
	Energy costs	2010	questionnaires	C	Bias	Coverage rates	80%	Cages - salmon

(a) A: census, B: Probability Sample survey, C: Non-Probability Sample survey

(b) Variability or Bias

(c) For bias: response rates and/or coverage rates and/or representativeness of the sample (always required in case of low response rate (<70%)). For variability: CV in case of B and variability of estimates in case of C

(d) segments can be reported as "all segments" in the case the sampling strategy is the same for all segments, otherwise MS should specify the segments for which a specific sampling strategy has been used

Table IV.B.2 – Sampling strategy - Processing industry

							NP years	
							TR Year	
MS	Variables (as listed in Appendix XII)	Reference year	Data sources	Type of data collection scheme (a)	Type of error (b)	Accuracy indicator (c)	Value of the accuracy indicators	Segments (d)
SWE	Turnover	2010	financial accounts	A	Bias	Response rate	90%	all segments
SWE	Other operational costs	2010	questionnaires	B	Bias and variability	Coverage rate and CV	Coverage rate: 25% CV: 3%	companies <= 10
SWE	Other operational costs	2010	questionnaires	C	Bias	Coverage rates	80%	companies 11-49
SWE	Other income	2011	questionnaires	C	Bias	Coverage rates	80%	companies 50-249

(a) A: census, B: Probability Sample survey, C: Non-Probability Sample survey

(b) Variability or Bias

(c) For bias: response rates and/or coverage rates and/or representativeness of the sample (always required in case of low response rate (<70%)). For variability: CV in case of B and variability of estimates in case of C

(d) segments can be reported as "all segments" in the case the sampling strategy is the same for all segments, otherwise MS should specify the segments for which a specific sampling strategy has been used

ANNEX I

SGECA/SGRN-09-03: REVIEW OF NP AND TR GUIDELINES FOR THE DCF

Ispira, 19-21 October 2009

This report is the opinion of the expert working group on Balance between capacity and exploitation (SGECA/SGRN-0903 and not of the Scientific, Technical and Economic Committee for Fisheries (STECF)

This report does not necessarily reflect the view of the European Commission and in no way anticipates the Commission's future policy in this area

4. INTRODUCTION

4.1. Background

The European Council has recently adopted a proposal for a regulation establishing an EU framework for the collection management and use of data in the fisheries sector and in support for the scientific advice regarding the CFP (Council Regulation (EC) No 199/2008). This new Data Collection Framework (DCF) has been established taking into consideration the most recent developments in fisheries management such as the metier-based approach and the ecosystem approach and taking advantage of the experience gained during the implementation of the current data collection system which is in place since 2001.

Articles 4(4), and 7(1) of Council Regulation (EC) No 199/2008 and Articles 2(2)(a) and 5(2)(a) of the corresponding Commission Regulation (949/2008), dealing with the submission of the National Programmes (NPs) and annual Technical Reports (TRs), refer to the use of templates and guidelines established by STECF.

In addition, Articles 6(1) and 7(2) of Council Regulation (EC) No 199/2008 state that the evaluation of both NP proposals and TRs should be carried out by STECF. Therefore, the guidelines and templates should also facilitate SGRN's evaluation of Member States' compliance with the DCF.

SGRN received a mandate to review these guidelines and templates in its July 2009 meeting (SGRN-09-02), and proposed a new structure for both NP proposals and TRs, and a totally revised version of the Standard Tables. The RCMs subsequently provided an in-depth review of the revised tables. The purpose of the SGRN/ECA-09-03 meeting to review of NP and TR guidelines was to finalise the templates and guidelines, starting from the work done in SGRN in July 2009 and the comments made by the four RCMs (RCM North Sea and Eastern Arctic, RCM North Atlantic, RCM Baltic, RCM Mediterranean and Black Sea).

4.2. Terms of reference

- Review existing guidelines for the submission of NP's already addressed by SGRN-08-01, in particular by taking into consideration the preliminary work done during SGRN-09-02 and the review of the set of tables commented during the 2009 RCMs. Propose any obvious modifications that are required.
- Establish new guidelines and templates for the submission of technical reports based on Council Regulation (EC) No. 199/2008, Commission Regulation 665/2008 and Commission Decision 2008/949/EC. Propose a final document based on the structure given by SGRN-09-02.

4.3. Participants

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5. STRUCTURE OF THE REPORT

The main part of the report reflects the discussions and agreements of the expert group with regard to ToR a) and b), while the resulting Guidelines and templates for the submission of National Programmes and Technical Reports are given in Annexes 1 and 2, respectively. The Guidelines and templates are structured in agreement with Commission Decision 2008/949/EC, i.e. divided into modules and sections.

6. THE VERSION 2009 OF THE DCF GUIDELINES

6.1. Summary of the elements already discussed and agreed in July (SGRN-09-02)

6.1.1. Rationale used for economics, fish processing industry and aquaculture

According to Council Decision 199/2008, Chapter 2, Article 4(3) “The procedures and methods to be used in collecting and analyzing data and in estimating their accuracy and precision shall be included in the national programmes.” STECF-SGECA 09-02 made suggestions on how to fulfill these requirements. STECF-SGRN 09-02 appreciated their work and decided to generally adopt the proposed structure for the national program chapters concerning the economic variables, the processing industry and the aquaculture sector. The basic rationale was to provide information according to a statistical quality report addressed to the end-users and for evaluation by STECF-SGRN (Details can be found e.g. in Eurostats “ESS Handbook for Quality Reports” and “ESS Standard for Quality Reports”).

The technical report will also follow this structure, and will serve only as an update where deviations from the plan will be reported or additional information can be given that could not be provided when the national program was submitted. Of course the technical report will document achievements in the collected data as well.

In order to provide end-users with information on the procedures and methodology applied to collect the data, the National Programme chapters dealing with economic variables, processing industry and aquaculture should be structured in a way that easily allows this part of the document to be extracted and sent as an appendix with requested data to end users.

6.1.2. Rationale used for biological variables

The new structure proposed by SGECA 09-01 for the economic chapters distinguishes:

- The type of data collection

- The target and frame population

- The data sources

- The sampling stratification and allocation scheme

The estimation procedures

The quality evaluation

Data presentation

The SGRN-09-02 guidelines sub-group found that the proposed structure was totally relevant to the collection of biological variables, and thus adopted it. Additional sections were required such as

‘Codification and naming convention’, to relate precisely the outcomes and recommendations from the 2008 RCMs (Metier-related variables)

‘Selection of metiers/stocks to sample’, to describe the preliminary work to be carried out before planning the collection of data (Metier/Stock-related variables)

The following sections were kept unchanged from the version 2008 of the guidelines for NP proposals:

Regional coordination

Derogations and non-conformities

The proposal for the new TR guidelines should match exactly the sections of the NP proposals since they are sharing the same set of tables. The reference should clearly be the actions planned in the NP proposal, strengthening the need to make available to the public, the latest agreed version of the NP proposal. The TR should be as concise as possible, avoiding the need to explain actions that have been achieved following the planned programme. The TR should be the document explaining the gaps and deficiencies encountered, the actions taken to remedy shortfall, and detailing the issues regarding the quality issue and the collaborative actions undertaken.

6.1.3. The new DCF Standard tables

The most important change for both the NP proposals and the TR, was the proposal to use the same set of tables for both purposes. To that aim, the set of tables accompanying the guidelines for NP proposal has been modified to (i) enable the merging of national tables into regional tables and (ii) add extra columns to be specifically completed when submitting the TR. These extra columns are originally shaded in grey (10%), as the first step is to complete the tables for NP proposals, without taking the extra columns into account. When preparing the TR, the set of tables used for the NP proposal, reviewed by STECF and agreed by the EC, should be used, and only the extra columns should be filled.

The Standard Tables associated with the guidelines for NP proposals, version 2008, have all been reviewed, and some full tables have been added (III.C.6 and VI.1) for the unique purpose of the TR. In order to allow SGRN and RCMs etc. to work with the included data and produce summary tables across all MS, the standard tables should be submitted as a separate file, and in MS Excel format, avoiding the use of .pdf file.

In order to provide end-users with a clear description of the data that have been collected, and to avoid the possibility of entering wrong data in the tables, the suggested basic rationale for the Standard Tables was to keep them as simple as possible and where possible as similar as possible to the old templates.

6.1.4. Modifications suggested affecting all tables

Each table has a first column named MS (Member State)

All standard tables have top entries for 'NP Years' and 'TR year'. The 'NP years' are the calendar years during which the data will be collected and are pre-filled with the entry '2011-2013'. The 'TR year', shaded in grey, is to be filled at the time of producing the TR and refers to the year when the data were collected.

6.2. RCM comments on the tables

General issues from RCM NS&EA

- Since the tables will be used for a period of 3 years and be revised frequently in updates of the NP proposals and TR, RCM stresses the need for a strict version control.
- make clear in the guidelines what is meant by the TR year.
- Format all columns with percentages without decimals.

General issues from RCM NA

The areas identified in grey, will be filled only for the TR

The guidelines should be very specific indicating what to fill in

RCM suggest that all values appears with the denomination euro

General issues from RCM Baltic

- Since the tables will be used for a period of 3 years and be revised frequently in updates of the NP proposals and TR, RCM stresses the need for a strict version control.
- make clear in the guidelines what is meant with the TR year.
- Format all columns with percentages without decimals.

Table II_B_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • SGRN should seek the possibility to merge this table with Table VI-B-1
NA	Because in many cases this information is not available for the month of March, this may be included in budgets from year-end

Baltic	<ul style="list-style-type: none"> • SGRN should seek the possibility to merge this table with Table VI-B-1 • RCM Baltic considers that in 3-year period the international coordination meetings have to be revised yearly and therefore it is not applicable to merge these tables
Med&BS	<ul style="list-style-type: none"> • SGRN should seek the possibility to merge this table with Table VI-B-1

Table III_A_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • Distinguish in colour or by some other feature which cells are not to be filled in and those to be filled in for the technical report. Presently the colour grey has been used for both types of cells
NA	<ul style="list-style-type: none"> • Distinguish in colour or by some other feature which cells are not to be filled in and those to be filled in for the technical report.
Baltic	<ul style="list-style-type: none"> • Idem to RCM NS&EA and NA
Med&BS	<ul style="list-style-type: none"> • No comment

Table III_B_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • No comments
NA	<ul style="list-style-type: none"> • No comments
Baltic	<ul style="list-style-type: none"> • No comments
Med&BS	<ul style="list-style-type: none"> • No comments

Table •III_B_2

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • No comments
NA	<ul style="list-style-type: none"> • No comments
Baltic	<ul style="list-style-type: none"> • No comments
Med&BS	<ul style="list-style-type: none"> • No comments

Table III_B_3

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • No comments
NA	<ul style="list-style-type: none"> • No comments
Baltic	<ul style="list-style-type: none"> • No comments

Med&BS	<ul style="list-style-type: none"> No comments
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Table III_C_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> make sure that all métiers identified by the MS are listed. Change the title of the table to 'Identified métiers'. Insert a footnote indicating that all métiers, which are NOT selected according the selection criteria should be shaded (identical to III_E_1)
NA	<ul style="list-style-type: none"> The title is a little bit confusing, RCM suggest to change it, because it is the list of all métiers, not a selection of metiers to be sampled.
Baltic	<ul style="list-style-type: none"> Idem to RCM NS&EA and NA
Med&BS	<ul style="list-style-type: none"> To specify that must be included all the metier, not only the ones selected by the ranking system. A description shouldl be given for the metier selected. We could change the title

Table III_C_2

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> the column with reference years is redundant with information already in III_C_1. sampling year in this table should match the same column as in Table III_C_1 the listing of (merged) métiers should be repeated for each year. the naming of the columns should be consistent between tables (year/sampling year)
NA	<ul style="list-style-type: none"> Change the title of the column I by Name of (merged) metier to sample (Table III.C.3). Metiers to be split may be referred on the text table.
Baltic	<ul style="list-style-type: none"> the column with reference years is redundant with information already in III_C_1 the naming of the columns should be consistent between tables (year/sampling year)
Med&BS	<ul style="list-style-type: none"> No comments

Table III_C_3

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> the headings of the columns should be more explicit this applies to the column 'total no of trips' and this column should not be shaded. This column refers to the amount of trips effectively operated by the métier identified in the reference years, to be filled in for the NP proposal. A column 'achieved number of trips' should be added referring to the number of trips made by the métier identified in the sampling years, to be filled in for the TR.
	<ul style="list-style-type: none"> it is not clear whether the numbers to be presented in this table refer to the MS or all MS participating in the sampling. It should be made clear that this is for the MS only. Otherwise this will create problems with merging the info with other countries.
NA	<ul style="list-style-type: none"> It is proposed to change the title of the column M by Planned no. trips discards at sea. It is proposed to change the title of the column N by Planned no. trips landings at market It is proposed to change the title of the column Q by Achieved no. trips discards at sea It is proposed to change the title of the column R by Achieved no. trips landings at market Total no of trips, this column refers to the amount of trips effectively operated by the métier identified in the reference years, to be filled in for the NP proposal. RCM discuss whether to add another table between Table III_C_2 and Table III_C_3 which define the sampling frame scenarios
Baltic	<ul style="list-style-type: none"> The headings of the columns should be more explicit; this applies to the column 'total no of trips' and this column should not be shaded. This column refers to the amount of trips effectively operated by the metier identified in the reference years, to be filled in for the NP proposal. RCM Baltic notes that in some cases the number of trips is not applicable e.g. [when trips are not registered] for gillnets, pots or traps. It is not clear whether the numbers to be presented in this table refer to the MS or all MS participating in the sampling. It should be made clear that this is for the MS only. Otherwise this will create problems with merging the info with other countries.
Med&BS	<ul style="list-style-type: none"> 'Total no. of trips' to be specified

Table III_C_4

<i>RCM</i>	<i>Comments</i>
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NS&EA	<ul style="list-style-type: none"> • this table is unclear and caused most confusion of all tables considered. The reason is a conflicting information between stock and métier approach. The absence of métier indicators suggest that this table deals with stock variables rather than métier variables. In that case the table should be moved to the tables in section E • the requirement of precision for length is at the métier level not at stock level. the table suggests that precision estimates also apply to stock variables • the guidelines should be very specific indicating what to fill in • include column with an indication whether bilateral agreement is applicable
NA	<ul style="list-style-type: none"> • This table caused discussion because it is unclear. It is not specified whether the approach is to métier or stock level. • The requirement of precision for length is at the métier level not at stock level. the table suggests that precision estimates also apply to stock variables. • Check how to fill the achieved precision target for discards to métier or stock level
Baltic	<ul style="list-style-type: none"> • This table is unclear and caused most confusion of all tables considered. The reason is a conflicting information between stock and metier approach • The absence of métier indicators suggest that this table deals with stock variables rather than métier variables. In that case the table should be moved to the tables in section E • The requirement of precision for length is at the métier level not at stock level. the table suggests that precision estimates also apply to stock variables • The guidelines should be very specific indicating what to fill in • Include column with an indication whether bilateral agreement is applicable • RCM Baltic agrees with these comments and suggests that a column for metier should be added in this table, since it will show the sampling of stock by metier.
Med&BS	<ul style="list-style-type: none"> • table III.C should refer only to metier related variables. The term stock can create confusion • this column (N) should be added in case that CV for length has been achieved at regional level • Column O should refer only to length • Don't need column P • how do you know the number of other countries in advanced for column R?

Table III_C_5

<i>RCM</i>	<i>Comments</i>
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NS&EA	<ul style="list-style-type: none"> • precision estimates (extra columns) are required by métier and species for • length distribution of landings, • length distribution of discards and • volume of discards • there may be several hundred of combinations of species and métiers for which precision estimates are required. This will require a lot of analyses (time and effort). Also methodology for calculation precision may not be available for all sampling strategies. Guidelines are needed on what to do. • indicate units in table • the table requires reporting of age sampling for discards • age sampling is part of biological parameters while this table deals with métier sampling so this table may not be the right place • it is desirable that a table reporting on age sampling is comprehensive. This means that all sources of age sampling should be included
NA	<ul style="list-style-type: none"> • This is a new table for the TR • It is proposed to change the title by Achieved length and age sampling of catches, landings and discards • It is proposed to change the title of the column J by Retained catches at sea • It is proposed to change the title of the column K by Discards at sea • It is proposed to change the title of the column L by Landings at market
Baltic	<ul style="list-style-type: none"> • precision estimates (extra columns) are required by metier and species for <ul style="list-style-type: none"> ○ length distribution of landings, ○ length distribution of discards and ○ volume of discards • there may be several hundred of combinations of species and métiers for which precision estimates are required. This will require a lot of analyses (time and effort). Also methodology for calculation precision may not be available for all sampling strategies. Guidelines are needed on what to do. • indicate units in table • the table requires reporting of age sampling for discards <ul style="list-style-type: none"> ○ age sampling is part of biological parameters while this table deals with metier sampling so this table may not be the right place ○ it is desirable that a table reporting on age sampling is comprehensive. This means that all sources of age sampling should be included • RCM Baltic considers that it is unclear what is the difference between retained catches and landings
Med&BS	<ul style="list-style-type: none"> • we are in the metier related variables, age is not under this module (check the 949...) • Achieved length and sampling of catches and discards (age and length) • Columns J, K, L : at sea landing at market separate...

Table III_E_1

<i>RCM</i>	<i>Comments</i>
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NS&EA	<ul style="list-style-type: none"> all stocks listed in Appendix VII should be listed in this table and not sampled stocks should be shaded. Adjust the title of table accordingly. The share in EU landings can only be calculated if the EU landings in the reference years and the reference areas are known. All MS need the information to prepare the NP and presently compile this information independently. This work is very laborious and also may lead to different results if MS consult different data sources. It is requested that the required EU landings are made available to all MS well before the deadline of the submission of the NP. the column 'selected for landings' is not needed if shading is used for stocks which are NOT subject to sampling
NA	<ul style="list-style-type: none"> All stocks listed in Appendix VII should be listed in this table and not sampled stocks should be shaded. General agreement on this table
Baltic	<ul style="list-style-type: none"> all stocks listed in Appendix VII should be listed in this table and not sampled stocks should be shaded. Adjust the title of table accordingly. The share in EU landings can only be calculated if the EU landings in the reference years and the reference areas are known. All MS need the information to prepare the NP and presently compile this information independently. This work is very laborious and also may lead to different results if MS consult different data sources. It is requested that the required EU landings are made available to all MS well before the deadline of the submission of the NP. the column 'selected for landings' is not needed if shading is used for stocks which are NOT subject to sampling RCM Baltic agrees with these comments. In addition RCM Baltic comments that salmon landings should be given both in numbers and in weight, because TAC is set as a number of individuals.
Med&BS	<ul style="list-style-type: none"> Title : clarify that all the stocks present in appendix VII should be mentioned check that in the text is present the definition of stock area to use for the med area!!!

Table III_E_2

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> header 'length at age' should become 'age'
NA	<ul style="list-style-type: none"> RCM discuss the usefulness of this table as it can get the same information from Table III_E_1
Baltic	<ul style="list-style-type: none"> header 'length at age' should become 'age'
Med&BS	<ul style="list-style-type: none"> Idem RCM NA

Table III_E_3

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • column ‘year’ should become ‘sampling year’ (consistency between all tables to be checked) • strict guidance is required how the CV should be calculated for the variables. The calculation of the CV will be complex if different data sources are used in combination • it was discussed whether ‘age structure of the catches’ should be added as variable? Would create overlap with Table III-C-4? It is noted that there is no precision requirement for the variable ‘age’. However age structures are the most common structures used in assessments. • the current regulation does not give information to fill in columns N, O, R, S, for the variable age composition of the catches
NA	<ul style="list-style-type: none"> • RCM notes the need for prior coordination to fill the O column • The current regulation give information to fill in column M
Baltic	<ul style="list-style-type: none"> • column ‘year’ should become ‘sampling year’ (consistency between all tables to be checked) • strict guidance is required how the CV should be calculated for the variables. The calculation of the CV will be complex if different data sources are used in combination • it was discussed whether ‘age structure of the catches’ should be added as variable? Would create overlap with Table III-C-4? It is noted that there is no precision requirement for the variable ‘age’. However age structures are the most common structures used in assessments. • the current regulation does not give information to fill in columns N, O, R, S, for the variable age composition of the catches • RCM Baltic considers that this table is not applicable for the variables collected for wild salmon stocks in the index rivers (information on abundance of smolt; information on abundance of parr; information on number of ascending individuals) and suggests that this information is given in the text [or optionally there should be a separate table for these variables].
Med&BS	<ul style="list-style-type: none"> • No comments

Table III_F_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • No comments
NA	<ul style="list-style-type: none"> • No comments
Baltic	<ul style="list-style-type: none"> • No comments
Med&BS	<ul style="list-style-type: none"> • No comments

Table III_F_2

<i>RCM</i>	<i>Comments</i>
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NS&EA	<ul style="list-style-type: none"> • No comments
NA	<ul style="list-style-type: none"> • Check the EC regulation 409/2009 about conversion factors to test it is possible to fill this table with that data.
Baltic	<ul style="list-style-type: none"> • No comments
Med&BS	<ul style="list-style-type: none"> • No comments

Table III_G_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • the column ‘planned target’ refers to the units in the next column ‘type of sampling activities’ make this clear somewhere • pghers in the example should be pgips
NA	<ul style="list-style-type: none"> • The column Planned target and Type of sampling activities are two target for the same survey
Baltic	<ul style="list-style-type: none"> • The column ‘planned target’ refers to the units in the next column ‘type of sampling activities’ make this clear somewhere • pghers in the example should be pgips
Med&BS	<ul style="list-style-type: none"> • shift column K with L. we could add activities to avoid confusion..

Table IV_A_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • No comments
NA	<ul style="list-style-type: none"> • No comments
Baltic	<ul style="list-style-type: none"> • No comments
Med&BS	<ul style="list-style-type: none"> • No comments

Table IV_A_2

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> • No comments
NA	<ul style="list-style-type: none"> • No comments
Baltic	<ul style="list-style-type: none"> • No comments
Med&BS	<ul style="list-style-type: none"> • No comments

Table IV_A_3

<i>RCM</i>	<i>Comments</i>
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NS&EA	<ul style="list-style-type: none"> No comments
NA	<ul style="list-style-type: none"> No comments
Baltic	<ul style="list-style-type: none"> No comments
Med&BS	<ul style="list-style-type: none"> No comments

Table IV_B_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> No comments
NA	<ul style="list-style-type: none"> No comments
Baltic	<ul style="list-style-type: none"> No comments
Med&BS	<ul style="list-style-type: none"> No comments

Table IV_B_2

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> No comments
NA	<ul style="list-style-type: none"> No comments
Baltic	<ul style="list-style-type: none"> No comments
Med&BS	<ul style="list-style-type: none"> No comments

Table V_B_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> No comments
NA	<ul style="list-style-type: none"> General agreement on this table
Baltic	<ul style="list-style-type: none"> RCM Baltic: the name of the table to be corrected according to the sheet number (V_B_1)
Med&BS	<ul style="list-style-type: none"> No comments

Table VI_B_1

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> delete column for species delete column for area/stock change heading in column G in 'MS provides stock co-ordinator or chair' input in columns G, H and I should be numbers SGRN should seek the possibility to merge this table with Table II_B_1

NA	<ul style="list-style-type: none"> As has been suggested in the previous RCM_NSEA_09, SGRN should seek the possibility to merge this table with Table II_B_1.
Baltic	<ul style="list-style-type: none"> Delete column for species Delete column for area/stock Change heading in column G in 'MS provides stock co-ordinator or chair' Input in columns G, H and I should be numbers SGRN should seek the possibility to merge this table with Table II_B_1 RCM Baltic agrees with these comments. In addition, (if not merged with Table II_B_1,) the name of the table to be corrected according to the sheet number (VI_B_1)
Med&BS	<ul style="list-style-type: none"> Merge this table with II_B_1 maybe adding columns

Table VI_B_2

<i>RCM</i>	<i>Comments</i>
NS&EA	<ul style="list-style-type: none"> No comments
NA	<ul style="list-style-type: none"> No comments
Baltic	<ul style="list-style-type: none"> it is not clear that transmission of data to be reported here also applies to all requests for data by potential end-users
Med&BS	<ul style="list-style-type: none"> Add reference to RFMO in the title of column B e.g. RFMO/expert group Add a column 'Data form' e.g. Task 1, ...

SGRN-ECA appreciated the comments made by the RCMs and thought that these have positively affected the quality of the tables, but regretted that the economic tables were not reviewed by any of the RCMs. All the comments were reviewed by SGRN-ECA, table by table, but this does not mean that they were all strictly followed.

Beside the details of the modification of names and titles and other formatting issues, the main changes brought to the Standard Tables made after the RCMs review was the collapse of tables II.B.1 and VI.B.1. The resulting II.B.1 has been simplified in order to allow the copy/paste of the EC eligible list of meetings in the new table.

6.3. Finalisation of the guidelines

One of the most important modifications made by the SGRN-ECA was the addition of the table III.C.4, in order to take into account the recommendation from the recent ICES WKPRECISE¹. The ICES expert group considered that, for planning a sampling programme, the metier level 6 may in many cases be inappropriate, due to its dynamic and unpredictable characteristics. As a consequence, a sampling programme based on level 6 metiers was said to prevent the implementation of a randomised sampling scheme. The expert group suggested the identification of sampling frames that may be clearly defined in advance, with primary

¹ WKPRECISE: Workshop on Methods to evaluate and estimate the precision of fisheries data for assessment. Copenhagen, Denmark, 8 – 11 September 2009.

sampling units listed for a pure random draw, and also suggested that the metiers should be considered as domains. This recommendation was presented and discussed in each of the RCMs, and it was a consensus that the strict metier level 6 caused difficulties to all countries at the implementation phase. SGRN-ECA decided to create a table III.C.4, generic enough to allow MS to indicate exactly which sampling frame was planned. The sampling frame is designed to be the frame against which the sampling achievement will be further evaluated. As a consequence, the headers in table III.C.3 were changed from 'Planned number' to 'Expected number', as these will be the expected number of trips by level 6 metier that will be sampled following the implementation of a sampling scheme based on the defined sampling frames. I

SGRN-ECA decided to remove the text table, present in the version 2008 of the guidelines for NP proposal, related to splitting the metier level 6 into more precise strata, and include this information in table III.C.2. As a result the table III.C.2 relates to all sorts of re-arrangement of metier level 6 for sampling purposes. The full set of Standard Tables is available together with this report in an Excel format.

The text of the guidelines for NP proposal was entirely reviewed from the July version in order to harmonise all the sections and take into consideration the latest changes in the Standard Tables. Text tables explaining every header of the Standard Tables, relevant to the NP proposal, were included in the guidelines in order to help MS when filling the tables. The full guidelines for NP proposal is presented in Annex 1.

The text of the guidelines for the TR was entirely drafted during and after the meeting. Text tables explaining every header of the Standard Tables, relevant to the TR, were included in the guidelines in order to help MS when filling the tables. The full guidelines for TR are presented in Annex 2

The guidelines for TR version 2009 are meant to serve as a template for MS when drafting their TR for sampling achieved in 2009. However, the NP proposals for 2009 were submitted using the Standard Tables version 2008, and hence the Standard Tables version 2009 do not have entries for the planned sampling in 2009. To allow the use of the single set of tables in version 2009 for comparing planned sampling and achievement in 2009, SGRN-ECA advises MS that they must translate the planned information from Standard Tables version 2008 to Standard Tables version 2009, before filling the shaded columns related to the achievements. This procedures will allow a consistent approach to all years of the DCF period (2009 – 2013). For helping MS, a table giving the correspondence between version 2008 and version 2009 of the Standard tables is provided in both guidelines for NP proposal and TR.

7. CONCLUSION

The new set of Standard Tables and the Guidelines for NP proposals and TRs have been entirely reviewed. The final result is the outcome of three successive phases:

The work done during SGRN-06-02

- Transcription of STECF-SGECA 09-02 recommendations in term of quality of reporting for economic, aquaculture and fish processing modules;
- Extension of the economic quality reporting structure for all modules of the DCF;
- Agreement on the structure for the TR, matching the guidelines for NP proposals

structure. SGRN-08-02 agreed that the TR will serve only as an update where deviations from the plan will be reported, and actions taken to remedy shortfall;

- Adoption of a unique set of Standard Tables for both the use of NP proposal and TR.
- Drafting of a first version of the guidelines for NP proposal, the structure of the TR and a set of Standard Tables to be reviewed by the RCMs.

The RCMs review of the Standard Tables

- Comments were made on all tables of the Standard Tables, except tables for economic, aquaculture and fish processing modules;
- Demand for merging table II.B.1 and table VI.B.1.

The finalisation by SGRN-ECA-09-03

- Addition of a table II.C.4 for specifying the sampling frame for metier-based variables;
- Modification of the table III.C.2 in order to incorporate the former text table on splitting metier level 6 into more precise strata;
- Finalisation of the set of Standard Tables taking into account all RCMs comments;
- Finalisation of the guidelines for NP proposal (Annex 1);
- Drafting of the guidelines for TR (Annex 2);
- Suggestion to use the set of Standard Tables as soon as the sampling year 2009, meaning that MS will have to fill all planned information from Standard Tables version 2008 into Standard Tables version 2009.

The proposal in annex and set of Standard Tables are to be considered as the final version, pending the STECF review. Two minor points could not be finalised: (i) the text table of the guidelines for NP proposal on MS participating in RCMs pending the remit of the last RCM on long distance fishery, and (ii) the exact Latin names of the species in aquaculture (table IV.A.1).

8. APPENDIX 1: GUIDELINES FOR THE SUBMISSION OF NATIONAL PROGRAMMES 2011-2013

COMMISSION ...

**Guidelines for the submission of
National Programme Proposals on the
National Data Collection Programmes under
Council Regulation (EC) 199/2008,
Commission Regulation (EC) 665/2008
and Commission Decision 2008/949/EC**

Version 2009

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Purpose of the Guidelines

The Guidelines for the submission of National Programme Proposals under the framework Council Regulation (EC) 199/2008, and implementing Commission Regulation (EC) 665/2008 and Commission Decision 2008/949/EC (the 'Data Collection Framework' or DCF), are intended to help Member States (MS) in producing National Programme Proposals (NP Proposals) that contain all the necessary information for their discussion and coordination in the RCMs and subsequent evaluation by the Sub-group on Research Needs (SGRN) of the Scientific, Technical and Economic Committee on Fisheries (STECF) and the European Commission (EC).

Effectiveness and periodical revision of the Guidelines

The present document contains the 2009 version of the Guidelines, based on a review of the Guidelines established by the expert group SGRN-08-01 (Nantes, 2-6 June 2008) and finalised by SGRN-09-03 (Ispra, October 2009). These Guidelines should be used for the first time in the submission of the NP Proposals for 2011-2013. The Guidelines will be reviewed and updated at intervals by SGRN. New versions of the Guidelines will always be published as stand-alone documents.

Circulation of the Guidelines

The Guidelines will be circulated by the EC to the MS through their National Correspondents. This will be done well in advance of the NP submission deadlines, so that MS are always provided in time with the most recent version of the Guidelines.

The Guidelines will also be available on JRC's data collection web pages:

<https://datacollection.jrc.ec.europa.eu> (Documents > National Programmes Proposals > Guidelines > [most recent year])

Deadline for the submission of National Programme Proposals

Following the provisions of the DCF, the deadline for the submission of the NP Proposals 2011-2013 is 31 **March 2010**. MS are urged to scrupulously respect this deadline. Delays in submission may lead to reductions in the financial assistance (Reg. 199/2008 Article 8, 5.(a); Reg. 665/2008, Article 6(1)). In addition, this may prevent evaluation of the overdue NP Proposals by SGRN, and delay the final approval and financial assistance by the EC.

Evaluation of the National Programme Proposals

The NP Proposals 2011-2013 will be evaluated by SGRN during its summer meeting 2010. SGRN shall evaluate their conformity and the scientific relevance of the data to be covered and also the quality of the proposed methods and procedures (Article 6 of Reg. 199/2008).

The annual Technical Reports detailing the outcomes of the EC-approved NPs for each of the years 2011-2013 will be reviewed by SGRN in the year following each data-collection year to allow STECF to evaluate the execution of the NPs and the quality of the data collected by the MS, as required by Article 7(2) of Reg. 199/2008.

SGRN's conclusions and recommendations will be laid down in its summer meeting report, for subsequent endorsement by STECF and further consideration by the EC.

It was stressed that regarding the submission of the NP proposals and TRs, Articles 2 and 5 of Commission Regulation 665/2008 clearly stipulate that MSs have the obligation to use the guidelines and templates established by STECF.

Scope of the National Programme Proposals

The primary aim of the NP Proposals is to allow SGRN and STECF to evaluate:

What has been planned by MS to meet the requirements of the DCF;

The methods that will be used to collect the data;

The soundness of the derogations requested, and the reasons for any non-conformity in the NP Proposals with the provisions of the DCF.

The NP Proposals should particularly address the above aspects of the data collection programmes, in a brief but sufficiently comprehensive way. Descriptions of sampling schemes and methodological aspects should contain the minimum sufficient information required for SGRN to evaluate the appropriateness of the methods used. Any detailed information may be provided as an annex of the NP proposal, following the same structure as suggested by the guidelines.

Format of the National Programme Proposals

MS should produce a single NP Proposal. Submissions consisting of a collection of separate documents from different institutes or regions within a MS are not acceptable.

The NP Proposals should be provided in two physical documents, one file containing the main report and one file containing the standard tables in an Excel compatible file (also see Section 'Standard tables' below). Annexes (if any) should be physically part of the main report, not in separate files.

Plain text should be formatted in Times New Roman, font size 11 or 12.

Coloured graphs and charts should be avoided unless their complexity is such that the use of grey scales only makes reading difficult.

The NP Proposal file for the main body of the report should be named as follows:

Country_NP-Proposal_Reference-year_Text_Submission-date

Example: Belgium_NP-Proposal_2011-2013_Text_31-March-10

The NP Proposal file containing the standard tables should be named as follows:

Country_NP-Proposal_Reference-year_Tables_Submission-date

Example: Belgium_NP-Proposal_2011-2013_Tables_31-March-10

It is expected that the NP proposals documents will be revised several times during the 3-year period. Only the latest version should be available under the JRC's Data Collection web site.

Important notice: Budget Proposals are for the attention of the Commission only (they are not evaluated by SGRN or STECF) and therefore, should be provided in a separate file, using the standard tables issued by the Commission. It is advisable however, to name the budget files following the same rules that apply to the files for the NP Proposal itself. Example: Belgium_Budget-Proposal_2011-2013_31-March-10.

Language

MS are encouraged to submit their NP Proposals in English, in order to avoid delays in the evaluation process. SGRN is aware that the EC cannot oblige MS to submit their NP Proposals in English, but stresses that doing so is in the interest of the MS: (a) it helps to speed up the evaluation process, and (b) it prevents translation errors and hence misinterpretation by the evaluators.

General section layout

The NP Proposals should have the following sections and sub-sections, referring to the structure of Commission Decision 2008/949/EC.

I	General framework	
II	Organisation of the National Programme	
II	A	National organisation and coordination
II	B	International coordination
II	C	Regional coordination
III	Module of the evaluation of the fishing sector	
III	A	General description of the fishing sector
III	B	Economic variables
III	B	1 Data acquisition
III	B	1 (a) Definition of variables
III	B	1 (b) Type of data collection
III	B	1 (c) Target and frame population
III	B	1 (d) Data sources
III	B	1 (e) Sampling stratification and allocation scheme
III	B	2 Estimation
III	B	3 Data quality evaluation
III	B	4 Data presentation
III	B	5 Regional coordination
III	B	6 Derogations and non conformities
III	C	Biological metier related variables
III	C	1 Data acquisition
III	C	1 (a) Codification and naming convention
III	C	1 (b) Selection of metiers to sample
III	C	1 (c) Type of data collection
III	C	1 (d) Target and frame population
III	C	1 (e) Sampling stratification and allocation scheme
III	C	2 Estimation procedures
III	C	3 Data quality evaluation
III	C	4 Data presentation
III	C	5 Regional coordination
III	C	6 Derogations and non conformities
III	D	Biological recreational fisheries
III	D	1 Data acquisition
III	D	1 (a) Type of data collection
III	D	1 (b) Target and frame population
III	D	1 (c) Data sources
III	D	1 (d) Sampling stratification and allocation scheme
III	D	2 Estimation procedures
III	D	3 Data quality evaluation
III	D	4 Data presentation
III	D	5 Regional coordination
III	D	6 Derogations and non conformities
III	E	Biological stock-related variable
III	E	1 Data acquisition
III	E	1 (a) Selection of stocks to sample
III	E	1 (b) Type of data collection
III	E	1 (c) Target and frame population
III	E	1 (d) Sampling stratification and allocation scheme
III	E	2 Estimation procedures
III	E	3 Data quality evaluation
III	E	4 Data presentation
III	E	5 Regional coordination
III	E	6 Derogations and non conformities

III	F	Transversal variables
III	F	1 Capacity
III	F	1 1 Data acquisition
III	F	1 2 Data quality evaluation
III	F	2 Effort
III	F	2 1 Data acquisition
III	F	2 2 Data quality evaluation
III	F	2 3 Data presentation
III	F	2 4 Regional coordination
III	F	2 5 Derogations and non conformities
III	F	3 Landings
III	F	3 1 Data acquisition
III	F	3 2 Data quality evaluation
III	F	3 3 Data presentation
III	F	3 4 Regional coordination
III	F	3 5 Derogations and non conformities
III	G	Research surveys at sea
III	G	1 Planned surveys
III	G	2 Modifications in the surveys
III	G	3 Data presentation
III	G	4 Regional coordination
III	G	5 Derogations and non conformities
IV		Module of the evaluation of the economic situation of the aquaculture and the processing industry
IV	A	Collection of economic data for the aquaculture
IV	A	1 General description of the aquaculture sector
IV	A	2 Data acquisition
IV	A	2 (a) Definition of variables
IV	A	2 (b) Type of data collection
IV	A	2 (c) target and frame population
IV	A	2 (d) Data sources
IV	A	2 (e) Sampling stratification and allocation scheme
IV	A	3 Estimation
IV	A	4 Data quality evaluation
IV	A	5 Data presentation
IV	A	6 Regional coordination
IV	A	7 Derogations and non conformities
IV	B	Collection of data concerning the processing industry
IV	B	1 Data acquisition
IV	B	1 (a) Definition of variables
IV	B	1 (b) Type of data collection
IV	B	1 (c) Target and frame population
IV	B	1 (d) Data sources
IV	B	1 (e) Sampling stratification and allocation scheme
IV	B	2 Estimation
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IV	B	4 Data presentation
IV	B	5 Regional coordination
IV	B	6 Derogations and non conformities
V		Module of the evaluation of effects of the fishing sector on the marine ecosystem
VI		Module for management and use of the data
VI	A	Management
VI	B	Use of the data
VII		Follow-up STECF recommendations
VIII		List of derogations
IX		List of acronyms and abbreviations
XI		References
XII		Annexes

The layout of the NP Proposals and the numbering of the sections should strictly be adhered to.

Details of the expected contents of each section and sub-section of the NP Proposals are given in sections I-XII of the Guidelines.

Standard tables

The Guidelines come with a mandatory set of standard tables. These are included in a separate file, called NP-Proposal_Standard-Tables_Version-X, where X is the version number (most recent year). As for the Guidelines, the standard tables will be reviewed and updated by SGRN at intervals. New versions of the standard tables will always be published as stand-alone documents, which are circulated together with the Guidelines.

Several technical improvements were introduced in the 2009 version of the standard table templates, the principal one being that the same tables are used for both NP proposal and TR. Columns shaded in grey have been added to the relevant tables and should be left blank when submitting the NP but completed when submitting the annual TR to document achievements compared with the data collection proposed in the NP. In addition, two full tables that are entirely shaded in grey have been added (III.C.6, VI.B.1), and are for completion only in the TR. In order to allow SGRN, RCMs etc. to work with the tabulated information and produce regional overviews, the standard tables should be submitted as a separate file, in an Excel compatible format. , avoiding the use of pdf or other non compatible formats.

All standard tables have entries for 'NP Years' and, when relevant, an entry for 'TR year'. The 'NP years' are the calendar years during which the data will be collected and are pre-filled with the entry '2011- 2013'. The 'TR year', shaded in grey, is to be filled at the time of producing the TR and refers to the year when the data were collected.

Most standard tables also have a number of rows in grey font, providing examples of how the tables should be filled in. These example entries should be deleted from the tables before submission to the EC, even if no action is planned. In the latter case, an explicit text in the table should indicate that no action was planned.

For tables where information is required separately for each year in a multi-annual programme, use a separate row for each year.

Printer settings of the standard tables are pre-defined, so that the tables can readily be printed. MS are kindly requested not to change these settings.

Details on which tables go with which Modules and sections of the DCF and on the types of data that should be included in the tables (and their formatting), are given in Sections I-XII of the Guidelines. When filling in the tables, MS should closely follow the instructions and not to leave cells blank when they should have a "No". An empty space in a cell that should have a "No" is very confusing, as it may mean both a "No" or a forgotten entry.

Revised versions of National Programme Proposals and standard tables

Revisions of NP Proposals and/or standard tables (e.g. because omissions or errors were discovered after the original had been sent to the EC, or to take RCM recommendations into account) are acceptable, provided that the revised versions are forwarded in due time for consideration by SGRN.

Should a revision be necessary MS shall submit a revised version of the entire Proposal with all modified paragraphs (not single figures, words or sentences), table entries and graph titles highlighted in red font, to allow easy identification of the sections that were changed. Revised versions of the NP Proposals should be named following the same rules as for the initial versions (see section 'Format' above).

Only the latest version of the NP proposals and standards tables should be available on the JRC Data Collection web site.

Derogations and non-conformities

The DCF has several formal provisions for derogation, where métiers can be excluded from sampling for length (based on a ranking system) or where stocks can be exempted from the obligation to collect samples for stock-related variables, if a MS's landings are below certain thresholds. Whenever these exemption rules are applied, it should clearly be stated and documented in the relevant sections of the NP Proposal and under 'List of derogations'.

There may however, be other reasons for a MS to ask for a derogation or to justify a non-conformity between its planned data collection activities and the requirements of the DCF. All such requests should be fully documented and explained in the relevant sections of the NP Proposal. Derogations and non-conformities that are most likely to be accepted by SGRN and endorsed by STECF are those which are in accord with:

- A formal recommendation by an external expert group (e.g. ICES and other acknowledged planning groups on fishery-independent surveys, market and discard sampling, etc.).
- A formal recommendation by a Regional Coordination Meeting (RCM).
- A bilateral agreement between MS on task sharing in relation to certain aspects of the DCF (e.g. sampling of foreign flag vessels, joint sampling programmes for age-length-keys or other stock-related variables, etc.).
- A former, unconditional approval of a similar request for derogation, or a non conformity, by SGRN, STECF or the Commission.

Should this be the case, then a verbatim transcript of the supporting recommendation / section of the agreement / approval should be included in the NP Proposal (preferably in quotes "... and in italic), together with a reference to the document where the relevant background information can be found. As an alternative, bilateral agreements may also just be referred to in the text and included as an annex to the NP Proposal.

NP Proposal sections

I. GENERAL FRAMEWORK

Outline the general framework of the planned national data collection programme in relation to the DCF. Also mention which years of activities (the so-called 'NP years') are covered by the NP Proposal.

II. ORGANISATION OF THE NATIONAL PROGRAMME

8.1. II.A National organisation and coordination

Give name and contact details of the National Correspondent (postal address, phone and fax number, e-mail). Give full name, acronym and contact details of all institutes that will contribute to the NP (postal address, phone and fax number, website – if any). Describe the geographical and thematic scope of the different institutions involved in the NP.

Give an overview of the national coordination meetings that are planned, and an outline of their main aims.

8.2. II.B International coordination and international scientific meetings

According to Article 10(2) of Council Reg. 665/2008, the Commission shall provide MS, by 15 December each year, with the list of meetings it considers eligible for Community financial support for the experts' participation in the following year. In table II.B.1, provide a preliminary list of meetings that will likely be attended by national experts. The list will include international coordination meetings (Planning Groups, Study Groups, Regional Coordination Meetings, etc.), workshops (e.g. ageing workshops) and meetings for scientific advice (e.g. stock assessment working groups). Indicate the years for which the MS will provide a chairperson, and (in the case of a stock assessment working group) the number of stock co-ordinators involved in the provision of data sets for the working group. Once the EC has provided the full list of eligible meetings, MS should update table II.B.1 with the appropriate list and fill the column 'Eligible under DCF'.

International coordination meetings and workshops that are not eligible under the DCF but that can be considered as being helpful to co-ordinate data collection between MS may also be included in table II.B.1, but this is optional.

Description of fields in the table II.B.1: Planned International co-ordination

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. "GER"
Expert group	Name of the meeting. It is advised to copy here the official eligible list of meetings given by the European Commission.
RFMO	Acronym of the Regional Organisation planning the meeting, if any.
Year	Give one year or a range of years if the meeting is routinely held

	and attended by MS.
Number of stock co-ordinators provided by MS	Give the number of stock coordinators provided by MS for stock assessment, whether they attend the meeting or not This information is only relevant for stock assessment working groups.
Years for which a chairperson is provided by MS	Give the year or range of years for which a chairperson is provided by MS.
MS participation	Mark with an 'X' if MS is planning to participate to the meeting.
Eligible under DCF	Mark with an 'X' if the meeting is eligible under the DCF

8.3. II.C Regional co-ordination

Regional coordination and cooperation between Member States was developed during the former period of the DCF and is now fully integrated in the general framework (Article 5 of Reg. 199/2008). The Regional Coordination Meetings (RCMs) are established to improve the overall quality of the data collected in support of the CFP, through task and cost sharing, data pooling and, in general, all bilateral, regional and pan-European initiatives that can help increasing the accuracy, effectiveness and cost efficiency of data collection. It is further envisaged to invite representatives from third countries to the relevant RCM, e.g. Norway for the North Sea & Eastern Arctic region.

The elements of regional co-ordination shall be given in the relevant NP Proposal sections.

MS are expected to participate in the following Regional Coordination Meetings following the RCM areas of competences in force in 2009 :

MS	Baltic Sea	North Sea & East Arctic	North Atlantic	Mediterranean & black Sea	Other Regions(*)
Belgium		X	X		
Bulgaria				X	
Cyprus				X	
Denmark	X	X			
Estonia	X		X		
Finland	X				
France		X	X	X	
Germany	X	X	X		
Greece				X	
Ireland			X		
Italy				X	
Latvia	X		X		

Lithuania	X	X		
Malta				X
Netherlands		X	X	
Poland	X		X	
Portugal		X	X	
Romania				X
Slovenia				X
Spain		X	X	X
Sweden	X	X		
United Kingdom		X	X	

(*) to be completed by STECF when the exact competence of this new RCM will be known

III. MODULE OF THE EVALUATION OF THE FISHING SECTOR

8.4. III.A General description of the fishing sector

Use this section, and standard table III.A.1, to give a general and concise description of the MS's national fisheries of the MS. The prime aim of standard table III.A.1 is to get an overview of (i) the geographical areas where a MS's fishing fleet is operating, and (ii) the broader species assemblages it is exploiting, and hence, for which the NP Proposal should have either concrete plans for sampling activities or a justification of the requested derogations. Such description should make use of the information already available in the RCM reports. Enter 'Yes' or 'No' in the appropriate cells of standard table III.A.1, regardless of the quantities of fish and/or shellfish landed. If quantities landed from an area are too small to justify any sampling activities, then this should be justified in the section III.C.1 of the NP Proposal, not in Section III.A.

For cells in table III.A.1 that have a 'No', there is no need for further coverage in the NP Proposal. Note that crossed-out cells represent irrelevant combinations (in terms of the DCF specifications) and hence, require no entry.

Each of the rows containing at least one 'Yes' in table III.A.1, should be described with a specific header in the sections III.C, III.D and III.E of the NP Proposal. Several regions sharing the same methodology and data acquisition protocols may be addressed together. In this case, the header should contain the names of all regions concerned, e.g. North Atlantic, North Sea and Eastern Arctic. For the economic variables, the headers should refer to the supra-region as defined in Appendix II.

8.5. III.B Economic variables

[Insert here supra-region header, according to Appendix II of Commission Decision 2008/949/EC. For each supra region, sections III.B.1-4 should be given.]

8.5.1. *III.B.1 Data acquisition*

(a) Definition of variables

The variables are listed and defined in Appendix VI of Commission Decision 2008/949/EC. For those variables which are not defined in the Appendix VI MS should provide definition.

Templates for calculation of capital value and depreciation are available on the DCF website (<http://fishnet.jrc.it/web/datacollection>). MS shall consider them and give information on data estimation procedures. In the case they are not used MS should provide justifications.

The methodology for calculation of FTE should be in accordance with the Study FISH/2005/14 and amendments made by SGECA 07-01 report (15-19 January 2007, Salerno) and should be explained in the NP.

In addition to variables listed in Appendix VI of Commission Decision 2008/949/EC, environmental indicators to measure the effects of fisheries on the marine ecosystem should be considered. In particular, within this section of the NP, MS shall describe the methodology to calculate the “fuel efficiency of fish capture” (indicator 9 of Appendix XIII of Commission Decision 2008/949/EC). This indicator is calculated as the ratio between value of landings and cost of fuel, by quarter and by metier. MS shall describe the collection of value of landings by metier in the relevant section of the NP (section III.F.3). Regarding the quarterly cost of fuel by metier, it is recommended that, in the case it cannot be derived from direct survey, MS shall estimate it considering a proportionality with the quarterly effort by metier.

(b) Type of data collection

Indicate which type of data collection is to be applied for each fleet segment and for each economic variable as listed in Appendix VI of Commission Decision 949/08. Three different types of data collection schemes could be used for data collection:

- Census, which attempts to collect data from all members of a population. This would include collection of data from administrative records, as well as other cases in which data are derived from sources originally compiled for non-statistical purposes
- Probability Sample Survey, in which data are collected from a sample of a population members randomly selected
- Non-Probability Sample Survey, in which data are collected from a sample of population members not randomly selected.

The Standard table III.B.3 should be used in order to illustrate which different types of data collection schemes will be used for different segments and different variable.

(c) Target and frame population

A description should be provided per each type of data collection scheme.

The population is clearly defined in the DCF. For economic variables to be collected for active and non-active vessels, the population and the frame (normally based on the Community Fishing Fleet Register) are the same. For economic variables to be collected only for active vessels, the frame may be different from the population. In this case the source of information used to distinguish the frame from the population should be described.

The fleet segments in table III.B.1 should correspond to those listed in Appendix III of the DCF, and the 'Total population nos.' should be those of the official fleet register on the 1st of January. The column, headed 'Reference years' should give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table. Example: if, as part of a MS's National Programme for 2010-2013, data have been collected on variable costs incurred in 2009, then the cell 'NP-year' in the top of the table should read '2010-2013' and the entry in the column 'Reference years' should read '2009'.

Description of fields in the table III.B.1 : Population segments for collection of economic data

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. "GER"
Supra-region	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix II
Fleet segment	Refer to the naming convention used in Comm. Dec. 2008/949/EC Appendix III. put an asterisk in the case the segment has been clustered with other segment(s)
Reference year	Give the year to which the data collected actually refer and thus

	may differ from the 'NP-years' in the top of the table.
Target population no	Total number of vessels in each of the fleet segments.
Frame population no	Number of vessels accessible for sampling in each of the fleet segments.
Planned sample no	Number of vessels comprised in the sampling plan for each of the fleet segments. Where planned sample numbers differ for the estimation of different parameters within a segment, please give the appropriate range.
Planned sample rate	Planned sampling rate for each of the segments. Where planned sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Type of data collection scheme	Enter the code of the data collection scheme, as referred to in subsection III.B.1.(b).

Description of fields in the table III.B.2 : Economic Clustering of fleet segments

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. “GER”
Supra region	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix II
Reference year	Give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table.
Name of the clustered fleet segments	Provide an entry for all the segments marked with an asterisk in table III.B.1
Total number of vessels in the cluster from the most recent information	Total number of vessels in each of the clusters.
Fleet segments which have been clustered	Refer to the naming convention used in Comm. Dec. 2008/949/EC Appendix III
Number of vessels in the segment from the most recent information	Total number of vessels in each of the fleet segments.

Description of fields in the table III.B.3: Economic Data collection strategy

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. “GER”

Supra region	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix II
Variable group	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix XII
Variables	Refer to the naming convention used in the Comm. Dec 2008/949/EC Appendix XII
Reference year	Give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table.
Data sources	Enter the data sources, as referred to in subsection III.B.1.(d), for all the variables listed in Appendix .
Type of data collection scheme	Enter the code of the data collection scheme, as referred to in subsection III.B.1.(b).
Variability indicator	Specify the variability indicators to be used in relation to the type of collection scheme.
Fleet segment	Fleet segments can be reported as "all segments" where the sampling strategy is the same for all segments, otherwise MS should specify the segments for which a specific sampling strategy has been used.

Regarding Chapter III A.2.(3) of the Commission Decision 2008/949/EC, MS have to describe the approach followed to allocate vessels in each supra region (e.g. fishing days, catches, ...).

Target population.

The target population is the population for which inferences are made and is defined in the DCF. MS should:

- explain if there are deviations from the definition given in the DCF;
- describe the fleet segmentation (Standard table III.B.1 with numbers of vessels per segment should be supplied);
- describe the clustering of fleet segments provide and information on the segments that are clustered, as required by the DCF and following SGECA recommendations. Standard table III.B.2 should report the segments that have been clustered. Clusters should be named after the biggest segment in terms of number of vessels. For each clustering, the scientific evidence justifying it should be explained in the text.

Frame Population.

The frame is a device that permits access to population units. The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification, sampling and contact. The information about frame population should be provided in Standard Table III.B.1.

(d) Data sources

A description should be provided per each type of data collection scheme.

Provide a list of data sources used (logbook, sales notes, accounts, etc.) and a description of each. The information on data sources used to collect each variable per segment should be provided in Standard table III.B.3.

If a questionnaire is going to be used, a copy of this may be included in an annex to the NP. Otherwise provide it in the TR or updated NP.

Describe how the consistency of data coming from different data sources will be ensured.

(e) Sampling frame and allocation scheme

A description of the sampling frame should be provided if data are to be collected through a Probability Sample Survey or/and Non-Probability Sample Survey.

Type of sampling strategy

Describe the selection of sampling units and the type of sampling strategy used (e.g., simple random sampling, systematic sampling, sampling with PPS, multiple stage sampling, etc.)

Further stratification within fleet segment

Describe if fleet segments have been divided into subsets (strata) before the selection of a sample. Define what parameters have been used for stratification.

Determination of sample size for each fleet segment

Explain which targets have been used to determine the sample size and why these targets have been chosen. Present the sample size by fleet segment in Standard table III.B.1, together with the coverage rate (number of vessels in the sample/number of vessels in the population)

Sample evolution over time, rotational groups

In the case where rotation will be applied to substitute non-responsive units, this should be clearly described and the consequences for the estimates should be discussed.

Describe any projected changes in sample size over time and should report the number of sample units that will be substituted from one year to another.

8.5.2. III.B.2 Estimation

Information on planned methodologies to derive final estimates from data collected should be given for each variable.

Estimation methods from sample to population

Describe the type of estimators to be used according to the type of sampling strategy (for example, Horvitz-Thompson or Hansen-Hurwitz estimators)

Describe the planned estimation procedures, including the nature of any additional information used.

Imputation of non responses/ Non-response adjustments

In the case of a census with non-responses, variables should be estimated using models described in the methodological report. Methods used to evaluate the accuracy of these estimates should also be discussed under Section data quality evaluation.

Describe the statistical models used, e.g., regression analysis, adjustments of raising actors, etc.

Where substitution is applied in cases of unit non-responses, the following information should be provided:

- method of selection of substitutes;

- the main characteristics of substituted units compared to original units.

8.5.3. III.B.3 Data quality evaluation

A description should be provided for each type of data collection scheme.

Describe the methods to assess the variability of the estimates and to assess the bias derived from non-responses and from the use of models in case of non-probability sampling.

Use standard table III.B.3 to give further details on the methods to be used to assure the quality of the collected data. Information on data quality evaluation can be given in terms of target precision levels in the case of random sampling or in terms of sample rate when precision levels cannot be calculated. Other methods can also be used and they have to be described in the text (MS should use the European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information)

Two types of error should be distinguished: bias and variability. Targets for variability indicators should be provided in the Standard table 3.B.3. It is proposed that:

For data collection type A (census) where the variability indicator is “none”, MS should give information on the targeted response rate;

For data collection type B (Probability Sample Survey), the Coefficient of variation (CV) is preferred as an accuracy indicator and has to be used to define the planned target for data collection. However MS could use other accuracy indicators to define the planned targets (e.g. precision level, confidence intervals etc.);

For data collection type C (Non-Probability Sample Survey), the variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to assess such variability in the NP.

8.5.4. *III.B.4 Data presentation*

Indicate when data will be available to end users, and the time lag with respect to the reference year.

Confidentiality problems, and the need for clustering of segments when presenting the results, should be discussed in this section.

8.5.5. *III.B.5 Regional coordination*

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of economic variables. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List the recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

8.5.6. *III.B.6 Derogations and non-conformities*

Justify any derogation requested and any non-conformity with the requirements of the DCF. When relevant, this justification should be based on scientific evidence. Note that under the DCF there are no provisions for the exclusion of any part of the vessel population from data collection (by means of thresholds for, e.g., fishing effort, quantities landed, revenues, etc.).

8.6. III.C Biological - metier-related variables

[Insert here a region header, according to Appendix II of Commission Decision 2008/949/EC. For each region, sections III.C.1-6 should be given.]

8.6.1. III.C.1 Data acquisition

(a) Codification and naming convention

The metiers for the regions are given in Commission Decision 2008/949/EC Appendix IV (1-5). MS shall give a description of the allocation rules used to fill in the matrix (Appendix IV (1-5)). In so doing, pay particular attention to the procedures used when selecting target species (Level 5 in the matrix “Demersal fish”, “Crustaceans” etc.).

Label the metiers at level 6 as follows:

Gear type_Target assemblage_Mesh size (range)_Selective device_Mesh size (range) in the selective device

For regions covered by a RCM, the fishing grounds, mesh size ranges and metiers naming convention agreed by the RCMs have to be used. Refer to the most recent RCM reports for the exact definitions to use.

For regions not covered by a RCM, the spatial units are given in Commission Decision 2008/949/EC Chapter III.B1.2.3, and the following convention should be used for metier coding :

Gear type codes:

Code	Description
FPO	Pots and traps
GND	Driftnet
GNS	Set gillnet
GTR	Trammel net
LHP	Pole lines
LHM	Hand lines
LLD	Drifting longlines
LLS	Set longlines
OTB	Bottom otter trawl
OTM	Midwater otter trawl
OTT	Multi-rig otter trawl
PS_	Purse seine

Target assemblage codes:

Code	Description
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CRU	Crustaceans
DEF	Demersal fish
FIF	Finfish
LPF	Large pelagic fish
MCF	Mixed cephalopods and demersal fish
SPF	Small pelagic fish

All regions

Selective device codes:

Code	Description
0	Not mounted
1	Exit window / Selection panel
2	Grid

Examples:

DRB_MOL_0_0_0

GNS_CRU_120-219_0_0

GNS_DEF_>=220_0_0

OTB_DEF_90-119_0_0

OTM_DEF_>=105_1_110

OTT_CRU_70-99_2_35

(b) Selection of metiers to sample

All metiers for which fishing activity has been recorded during the reference years should be given in table III.C.1. MS shall give a short description how the information used for ranking the metiers was obtained (logbooks, sales notes, vessel register data, census, etc.).

MS should perform the ranking system as described in Commission Decision 2008/949/EC. Indication should be given when the metiers have to be sampled for discards or other reasons, with reference to relevant RCM recommendations.

When the table is completed, highlight in grey all metiers that will not be sampled for any reason, to facilitate the distinction between the “sampled” and the “non-sampled” metiers.

A brief description of the metiers selected by the ranking system should be given. MS should also consider the relevant RCM descriptions available.

Description of the fields in table III.C.1: List of identified metiers

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code eg. “GER”
Reference years	According to the Commission Decision 2008/949/EC, MS should use the average values of the 2 previous years. Reasons may be given to justify using only values for the latest year. Give the reference year/years e.g. “2008-2009”
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
Fishing ground	The fishing ground given section III.C.1
Gear LVL4	Gear code e.g. “OTB” following Commission Decision 2008/949/EC Appendix IV (1-5) metier level 4 and codes given in section III.C.1 (a).
Target Assemblage LVL5	Target species assemblage e.g. “Demersal fish” following Commission Decision 2008/949/EC Appendix IV (1-5) metier level 5, and codes given in section III.C.1 (a).
Metier LVL6	Metier level 6 as defined in Commission Decision 2008/949/EC Appendix IV (1-5) metier level 6, using the metier labelling convention described in section III.C.1.(a)
Effort Days	Total days at sea for the metier as defined in Commission Decision 2008/949/EC.
Total Landings	Total volume in live weight of the landings for the metier given in tonnes.
Total Value	Total value of the landings for the metier given in €
Selected Effort	Metier selected according to the ranking system based on the effort variable. Enter “YES” or “NO”.
Selected Landings	Metier selected according to the ranking system based on the landings variable. Enter “YES” or “NO”.
Selected Value	Metier selected according to the ranking system based on the value variable. Enter “YES” or “NO”.
Selected Other	Metier selected for other reasons that selected from the ranking system (e.g. of particular relevance for management purpose, metier merged with a selected metier, ...). Enter “YES” or “NO”. Explain in the text the reasons of the choice.

Selected Discards	Metier selected according to the provisions of the Commission Decision 2008/949/EC (more than 10% discard of the total volume in weight of catches). Enter “YES” or “NO”.
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In relevant cases, it may be scientifically justified to merge metiers provided scientific evidence is brought regarding their homogeneity (Commission Decision 2008/949/EC Chapter III.B1.2(1)). This may include merging of metiers selected by the ranking system, and/or merging of selected metiers with metiers that have not been selected by the ranking system. Describe the scientific rationale behind the decision to merge the specific metiers. Use table III.C.2 to specify which, if any, metiers have been merged and how these are labelled in subsequent tables. The new metiers defined should appear in the table III.C.3.

At a national level, one metier defined at level 6 of the matrix in Appendix IV (1 to 5) of Commission Decision 2008/949/EC may be further disaggregated into several more precise strata, i.e. distinguishing different target species. Such disaggregation should respect the two conditions given in Commission Decision 2008/949/EC Chapter III.B1.2(2). It is possible that two or more metiers that are merged (e.g. a metier selected by the ranking system merged with others not selected) may be subsequently split into more precise strata referenced at target species level. Use table III.C.2 to specify which, if any, metiers have been split and how these are labelled in subsequent tables. The new metiers defined should appear in the table III.C.3.

For each of the metiers merged or split, indicate whether an agreement has been reached in the relevant RCM, following Commission Decision 2008/949/EC Chapter III.B1.2.(1).

Description of fields in table III.C.2: Merging and disaggregation of metiers (re-arrangement)

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
Fishing ground	The fishing ground given in section III.C.1.
Sampling year	Year for planned sampling. Information contained in this table should cover the three years 2011, 2012 and 2013 separately.
Metiers picked up by ranking system (Table III.C.1 column G)	State single metier that will be merged with other metiers or disaggregated for sampling purposes (the metiers referenced in this field should exactly match the metiers referenced in 'Metier LVL6' and not highlighted in table III.C.1).

Is metier merged with other metiers for sampling purposes?	Indicate with Y if the metier will be merged with other metiers for sampling purposes
Metiers that will be merged for sampling purposes (Table III.C.1 column G)	Provide a list including the metier in column E and all other metiers that are to be included with it in the merged metier. This may include metiers not picked up by the ranking system.
Metiers that will be further disaggregated	For those metiers selected by the ranking system (column E) which will be further disaggregated into more precise national metiers, copy the name of the metier from column E to column H, and enter “N” in column F. If two or more metiers are being merged (column G) prior to splitting into more precise national strata, enter the name of the merged metier in column H. The merged metier should be given the same name as the highest ranked metier in the group being merged (Table III.C.1).
Name of metier to sample (Table III_C_3 column H)	State the name of the new metier. Use the name of the metier within the sampling stratum with highest ranking score (Table III.C.1). The metiers referenced in this field should exactly match the metiers referenced in 'Metier LVL6' of table III.C.3.
Agreement at Regional level	Indicate by 'Yes' or 'No' whether there exists an agreement at Regional level.

(c) Type of data collection

Indicate which type of data collection is to be applied for the collection of biological metier-related variables. Three different types of data collection schemes could be used for data collection:

- Census, which attempts to collect data from all members of a population. This would include exhaustive monitoring of all fishing trips.
- Probability Sample Survey, in which data are collected from randomly selected units of a population
- Non-Probability Sample Survey, in which data are collected from non randomly selected units of population.

In the case of concurrent sampling, justify the choice of sampling scheme that is implemented with regard to the species' groups 1,2 & 3 and, in the case of scheme 2 or 3, justify the choice of the balance between the different coverage of species in each of the schemes (i.e. value of 'x%' in Commission Decision 2008/949/EC section B1.3(1)(g)).

If a non-concurrent (Commission Decision 2008/949/EC) sampling strategy is used to estimate length distributions and species compositions by metiers, this sampling strategy needs to be thoroughly described and evidence of its effectiveness provided.

Explain how resources are allocated to at-sea sampling and shore-based sampling recognising that there are separate precision targets for the length distribution of landings, the length distribution of discards and the volume of discards (number and weight).

Use table III.C.3 to summarise the sampling strategies that have been adopted for metier-related variables.

Description of fields in table III.C.3: Expected sampled trips by metier

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
MS participating in sampling	If the metier is sampled according to a regionally co-ordinated programme, give the names of all participating Member States. If the metier is sampled unilaterally, give the name of the single participating Member State.
Sampling year	Year for planned sampling. These should be individual years (2011, 2012 or 2013), not groups of years.
Region	Region shall be given according to the labelling of regions in table III_A_1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
Fishing ground	The fishing ground given in section III.C.1 (a).
Gear_LVL4	Gear code e.g. “OTB” (refer to Commission Decision 2008/949/EC Appendix IV (1-5) metier level 4, and codes given in section III.C.1).
Target_Assemblage_LVL5	Target species assemblage e.g. “Demersal fish” (refer to Commission Decision 2008/949/EC Appendix IV (1-5) metier level 5, and codes given in section III.C.1).
Metier_LVL6	Metier level 6 as defined in Commission Decision 2008/949/EC Appendix IV (1-5) metier level 6., and using the metier labelling convention described in section III.C.1(a) or codes redefined after merging/splitting in table III_C_2 .
Sampling frame codes	Reference to the codes of the sampling frames defined in table III.C.4
Sampling strategy	<p>State the sampling strategy; “concurrent sampling at markets”, “concurrent sampling at sea” or “other”. If “other” is used (e.g. “other [Market stock specific sampling]”), the strategy should be described in section III.C.1 (c) and scientific evidence should be provided to ensure that the sampling strategy does not conflict with the objectives of concurrent sampling.</p> <p>If more than one sampling strategy is applied to a metier then separate rows should be used for each strategy that is used.</p>

Sampling scheme	State the sampling scheme applied for the sampling strategy according to Commission Decision 2008/949/EC section III.B1.3(1)(g). If the sampling strategy is "other" and none of the defined sampling schemes is applicable then leave the cell blank and provide clear explanation in section III.C.1.(c).
Average total no. of trips in the reference years	State the total number of trips of the fleet in the particular metier, calculated as the average for the previous 2 years.
Expected no. of trips to be sampled by MS	State the <u>expected</u> number of trips per sampling strategy. If the sampling strategy is "other" and sampling is not done by trip, then state the number of planned sampling events and describe them in section III.C.1.(c).
Expected no. trips to be sampled at sea by MS	State the <u>expected</u> number of trips to be sampled at-sea. If the sampling strategy "other" is used and the sampling is not done by trip, state the number of expected sampling events and describe them in section III.C.1.(c)
Expected total no. trips sampled on shore by MS	State the <u>expected</u> number of trips for landings per sampling strategy. The figure in this column should be the total of the number of sampling events at sea and on shore.

(d) Target and frame population

The target population is the population for which data are required and inferences are made and is defined in the DCF as the total number of fishing trips, implicitly of a given metier, in a given time period, in a given fishing ground. MS should explain if there are deviations from this definition.

Frame populations are sets of primary sampling units upon which MS can plan a sampling scheme to obtain the metier-based information at the trip level, and the survey data then refer to these populations. The frame contains sufficient information about the units for their stratification and sampling.

In some circumstances, the metier level 6 and fishing ground may be known in advance for all the trips of a set of vessels. In this case the sampling frame can be defined as all the individual trips of this set of vessels, and the trips can be the primary sampling units (eg dredging for scallops DRB_MOL_0_0_0 in ICES VIIId). The sampling frame may be further stratified, e.g. by season. In many other circumstances, the metier level 6 combined to fishing grounds varies too dynamically in response to fishermen's operational decisions to form a basis for a sampling plan. In these circumstances, MS may chose the most appropriate sampling frame and stratification scheme to provide the required data for the metiers selected for sampling (table III.C.4). In addition, MS should give all relevant explanation to justify the choice of sampling schemes and the linkage with the metier requirements.

SGRN will consider the sampling intensities in the NP proposal based on the sampling frame (table III.C.4) to further evaluate MS achievements, and thus consider the sampling intensities based on metier (table III.C.3) as an expectation.

(e) Sampling stratification and allocation scheme

The MS should allocate its sampling effort amongst the sampling frames recognising (i) that the sampling unit will be the fishing trip and that sampling effort should be proportional to the relative effort and variability of the metiers and (ii) the requirement that the minimum number of fishing trips to be sampled shall never be less than 1 fishing trip per month during the fishing season for fishing trips of less than 2 weeks and 1 fishing trip per quarter otherwise (Commission Decision 2008/949/EC, section III.B1.3.(1)(e)).

This means that highly variable metiers will require correspondingly greater sampling effort per unit of fishing effort than less variable metiers and Member States should justify their allocation of sampling effort accordingly. This should be done on the basis of an analysis of the number of samples and number of measurements per sample that are needed to attain the specified precision targets. If such an analysis is not feasible then Member States must otherwise justify their allocation of sampling effort. In the NP Member States should briefly describe what rationales have been used to distribute sampling effort amongst the sampling frames. Use table III.C.4 to summarise the sampling effort that have been adopted for the different sampling frames and table III.C.3 to give a prediction of the resulting sampling intensity by metier.

Description of fields in table III.C.4: Metier sampling strategy

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
MS participating in sampling	If the metier is sampled according to a regionally co-ordinated programme, give the name of all participating Member States. If the metier is sampled unilaterally, give the name of the single participating Member State.
Sampling year	Year for planned sampling. These should be individual years (2011, 2012 or 2013), not groups of years.
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
Sampling frame code	Free text or coding for reporting in table III.C.3.
Sampling frame (fishing activities)	Description of the sampling frame in term of fishing activities.
Sampling frame (geographical location)	Description of the sampling frame in term of geographical locations.
Sampling frame (seasonality)	Description of the sampling frame in term of temporal stratification.
Sampling strategy	As defined in Commission Decision 2008/949/EC Chapter III.B1.3 (f) (g) (i)
Sampling scheme	As defined in Commission Decision 2008/949/EC Chapter III.B1.3 (g)

Type of data collection scheme	Enter the code of the data collection scheme, as referred to in subsection (c).
Average total no. of trips in the reference years	Enter the average total number of trips relative to the sampling frames for the years used to construct table III.C.1.
Planned no. trips to be sampled at sea by MS	State the <u>planned</u> number of trips to be sampled at-sea. If the sampling strategy "other" is used and the sampling is not done by trip, state the number of planned sampling events and describe them in section III.C.1.(c)
Planned no. trips to be sampled on shore by MS	State the <u>planned</u> number of trips to be sampled on shore. If the sampling strategy is "other" and sampling is not done by trip, then state the number of planned sampling events and describe them in section III.C.1.(c)
Planned total no. trips to be sampled by MS	State the <u>planned</u> total number of trips to be sampled by MS. The figure in this column should be the total of the number of sampling events at sea and on shore.
Time stratification	State the level of stratification in time (M)onthly, (Q)uarterly, (H)alf-yearly or (Y)early.

Table III.C.5 shows the planned targets and requirements for national and regional length/age measurements for all metiers combined, i.e. at the level where the precision must be targeted. Note that the agreement at the regional level must be provided by the relevant RCM. Guidance on the completion of these tables is given below.

Description of fields in table III.C.5 : Sampling intensity for length and age compositions (all metiers combined)

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. "GER"
MS participating in sampling	If the metier is sampled according to a regionally coordinated programme, give the names of all participating Member States. If the metier is sampled unilaterally, give the names of the single participating Member State.
Sampling year	Year for planned sampling. . These should be individual years (2011, 2012 or 2013), not groups of years.
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. "Baltic", "North Sea and Eastern Arctic", etc.
Fishing ground	The fishing ground given in section III.C.1.
Species	Use scientific name.

Species group	1, 2 or 3 following the grouping specified in Commission Decision 2008/949/EC, Chapter III, section B1.3(1)(f).
Variable expressed by length or by age?	Indicate whether all the information on the line corresponds to 'Length' or 'Age'. Two lines should be used, for species/stock where information on both length and age are available.
Required annual precision target (CV)	As required in Commission Decision 2008/949/EC
Intensity agreed at the regional level	Indicate, if it exists in a RCM report or bilateral agreement, the number of fish to measure/age that has been agreed at the regional level. If the sampling programme is not regionally co-ordinated this field should be left blank.
Planned minimum no. of fish to be measured/aged at national level	State the planned minimum number of fish to be measured at the national level. If a regionally co-ordinated scheme exists, provide the agreed national share.
Planned minimum no. of fish to be measured/aged at the regional level	State the planned minimum number of fish to sample to achieve the required precision target in a regionally co-ordinated sampling programme. If the sampling programme is not regionally co-ordinated this field should be left blank.
Time stratification	State the level of stratification in time (M)onthly, (Q)uarterly, (H)alf-yearly or (Y)early.

8.6.2. *III.C.2 Estimation procedures*

Give a short description of the methods that will be used for estimating the discards volumes and the length and age structure of the catches. Give particular attention to the raising procedures and the data sources for estimating the parameters of the population used for raising

8.6.3. *III.C.3 Data quality evaluation*

Give concise details in the text regarding

- Potential sources of bias and the means to mitigate them²;
- Indications of precision obtained from previous sampling years and lessons learnt for the current NP proposal;
- Procedures developed for validation and quality checks.

² For information, a comprehensive list of potential sources of bias may be found in the report of the ICES WKACCU (ICES, 2008).

8.6.4. *III.C.4 Data presentation*

Use this section to indicate when data will be available for end users, the time lag with respect to the reference year, and confidentiality of the data.

This section also covers the production of sets of data and their use to support scientific analysis as a basis for advice to fisheries management. It should include preparation of sets of data for stock assessments and corresponding scientific analysis.

MS should ensure that all data stored allow the reliable estimation of the total volume of catches (defined by regional fishing types and fleet segments, geographical area and time period) including discards. Any deviations from the required levels of stratification should be clearly reported

8.6.5. *III.C.5 Regional coordination*

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to sampling for discards and length structure of the landings of foreign flags. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations on metier-based variables from the relevant RCMs and give a brief description of the responsive actions that will be taken. List the recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to the MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

8.6.6. *III.C.6 Derogations and non-conformities*

Use this section to justify any derogation requested and any non-conformity with the requirements of the DCF. Document and discuss changes brought to the design of the data collection for reasons of cost efficiency purpose. To that aim, bring all scientific evidence that the changes implemented do not compromise the primary objectives specified in the Regulation with regards to this section. Also document and discuss any changes in the data collection system that could have an impact on the overall continuity and consistency of the discards and/or length data series collected.

8.7. **III.D Biological - Recreational fisheries**

[Insert here a region header, according to Appendix II of Commission Decision 2008/949/EC. For each region, sections III.D.1-4 should be given.]

8.7.1. III.D.1 *Data acquisition*

Briefly describe the context of the relevant recreational fisheries (marine or inland, fishermen population, types of fishing, seasonality, management regimes). If known, describe the importance of recreational fisheries catches compared with commercial ones, e.g. in terms of volumes or ratio of recreational to commercial landings.

(a) Type of data collection

Indicate which type of data collection is to be applied for each species listed in Appendix IV (1 to 5) of Commission Decision 949/08. Three different types of data collection schemes could be used for data collection:

- A) Census, which attempts to collect data from all members of a population. This would include collection of data from administrative records, as well as other cases in which data are derived from sources originally compiled for non-statistical purposes
- B) Probability Sample Survey, in which data are collected from a sample of a population members randomly selected
- C) Non-Probability Sample Survey, in which data are collected from a sample of population members not randomly selected.

(b) Target and frame population

The target population is the population for which inferences are made. MS should provide details on the definition used for target population.

The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification and sampling. MS should either ascertain that the frame and target populations are the same, or explain how the frame differs from the target population.

(c) Data sources

Briefly describe how the relevant information will be obtained (phone surveys, on-site surveys, mailed questionnaires, logbooks, etc.).

(d) Sampling stratification and allocation scheme

Briefly describe the sampling strategy including which parameters will be collected for raising purpose, and the stratification used for the catch weight .

Be as concise as possible and group species, where relevant, under the same header if they have identical or similar sampling schemes.

Explain if work is planned as pilot studies or will be carried on in the mid or long term, which species will be monitored yearly, or with which periodicity. Give the year when tasks will be carried out.

8.7.2. *III.D.2 Estimation procedures*

Give a short description of the methodology that will be used for estimating the catches of the relevant species. Particular attention should be given to the raising procedures and the data sources for estimating the parameters of the population used for raising.

8.7.3. *III.D.3 Data quality evaluation*

Provide an evaluation of the quality of the data in terms of sampling coverage (e.g. the extent to which the sampling frames cover all elements of the population of recreational fishermen to be sampled, other sources of bias (e.g. recall bias) and precision achieved for the quarterly estimates of recreational fishery harvests compared to targets.

Also document and discuss any changes in the data collection system that could have an impact on the overall continuity and consistency of the series collected.

8.7.4. *III.D.4 Data presentation*

Use this section to indicate when data will be available for end users and any confidentiality issues.

8.7.5. *III.D.5 Regional coordination*

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to recreational fisheries sampling. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to the MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

8.7.6. *III.D.6 Derogations and non-conformities*

Justify any derogation requested and any non-conformity with the requirements of the DCF. If any part of the fishermen population or of the catches of a species are excluded from sampling (by means of thresholds for e.g. fishing types, fishing effort, quantities landed, etc.), or if another updating periodicity than annual (according to the DCF regulation) is adopted, the reasons for this should be fully documented and explained.

8.8. III.E Biological - stock-related variables

[Insert here a region header, according to Appendix II of Commission Decision 2008/949/EC. For each region, sections III.E.1-4 should be given.]

8.8.1. III.E.1 Data acquisition

(a) Selection of stocks to sample

Use table III.E.1 to identify which stocks are going to be included in the sampling scheme and provide all the elements for requesting derogations.

Description of fields in table III.E.1: List of required stocks (Appendix VII)

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Species	Use scientific name.
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
RFMO	Enter the acronym of the competent RFMO for providing management advice on the species/stock.
Area / Stock:	All species and stocks for which biological variables sampling is mandatory according to the requirements of the Appendix VII of Commission Decision 2008/949/EC, for all areas where the MS's fishing fleet is operating regardless as to whether the MS has ever reported landings of these species from these areas or not. In many cases, this will result in an extensive list of species and stocks, many of which with zero landings.
Species Group	1, 2 or 3 following the grouping specified in Commission Decision 2008/949/EC, Chapter III, section B1.3(1)(f).
Average landings	Average landings for each species and stock over the most recent 3-years reference period. Enter the reference period in the header of the table, next to the cell which says “Reference period landings”. Average landings figures can be rounded to the nearest 5 or 10 t. If the species is not landed at all, then enter 'None'.
Share in EU TAC	Only applies to stocks that are subject to TAC and quota-regulations. In this column: Enter “None”, if the MS has no share in the EU TAC of the stock concerned. Enter the exact share if the MS's share in the EU TAC of the stock concerned.

Share in EU landings	<p>Applies to (i) all stocks in the Mediterranean, and (ii) all stocks outside the Mediterranean for which no TACs have been defined yet. In this column:</p> <p>Enter “None”, if the MS has no landings of the stock concerned.</p> <p>Enter the exact share, if the MS's has landings of the stock concerned</p>
Selected for sampling	Indicate by ‘Yes’ or ‘No’ whether the species/stock has been selected for sampling.

When the table is completed, highlight all the stocks that will not be sampled for any of the variables in pale grey, to facilitate the distinction between the “sampled” and the “non-sampled” stocks (see highlighted rows in table for examples)

(b) Type of data collection

Indicate which type of data collection is to be applied for the collection of biological stock-related variables. Three different types of data collection schemes could be used for data collection:

- A) Census, which attempts to collect data from all members of a population (not relevant for this section).
- B) Probability Sample Survey, in which data are collected from randomly selected units of a population
- C) Non-Probability Sample Survey, in which data are collected from non randomly selected units of population.

(c) Target and frame population

The target population is the population for which inferences are made, and is clearly defined from the Appendix VII of Commission Decision 2008/949/EC to be the stocks within their geographical boundaries.

The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification and sampling. MS should either ascertain that the frame and target populations are the same, or explain how the frame differs from the target population.

(d) Sampling stratification and allocation scheme

Use table III E.2 to give an overview of the long-term sampling strategy with respect to 'Stock related variables'. For each parameter (age, weight, sex ratio, maturity and fecundity) and year, enter 'X' if data collection has taken place or is planned. This table should allow the evaluators to identify in which year(s) data were / will be collected and hence, whether the MS is respecting the required periodicity for data collection. The species referenced in the

column “species “ in table III.E.2 should exactly match the species not highlighted in table III.E.1.

Use table III E.3 to give an overview of the planned sampling for age, weight, sex ratio, maturity and fecundity (if applicable) in the NP years.

Description of fields in table III.E.3:

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
MS participating in sampling	If the stock is sampled according to a regionally co-ordinated programme, give the names of all participating Member States. If the stock is sampled unilaterally, give the name of the single participating Member State.
Sampling year	Year for planned sampling. These should be individual years (2011, 2012 or 2013), not groups of years.
Species	Use scientific name.
Species group	1, 2 or 3 following the grouping specified in Commission Decision 2008/949/EC, Chapter III, section B1.3(1)(f).
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
RFMO	Enter the acronym of the competent RFMO for providing management advice on the species/stock.
Fishing ground	The fishing ground given in section III.C.1.
Area/stock	According to Commission Decision 2008/949/EC Appendix VII.
Variable	Use one of the code given as a footnote of table III.E.3. For maturity, fecundity and sex ratio, a choice may be made between reference to age or length following the Commission Decision 2008/949/EC Chapter III.B2.4.3.
Data source	Give a keyword description of the main data sources (e.g. surveys, market samples, discard samples, etc., or any combination of these
Required precision target (CV)	As required in Commission Decision 2008/949/EC
Planned minimum number of individuals to be measured at a national level	State the planned minimum number of fish to be measured at the national level as part of a regionally co-ordinated scheme if one exists or, otherwise, the national scheme.

Planned minimum number of individuals to be measured at the regional level	State the planned minimum number of fish to sample to achieve the required precision target when a regional agreement exists, and taking into account the effect of cluster sampling. If the sampling programme is not regionally co-ordinated this field should be left blank.
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Describe the sources used for collecting stock-related variables (commercial fisheries, surveys) and how the data will be collected with regard to the requirements specified in the Appendix VII of Commission Decision 2008/949/EC.

Regarding triennial sampling, MS collecting data in the same region should adopt compatible approaches (not only in the timing of their data collection, but also with regard to the methodology applied), so that comparability and compatibility of the data is maximised and redundancy is avoided. For sex ratios, maturity and fecundity, state if the parameters are referenced to age or length. MS should make sure that in the same region, data are collected with the same reference to length and/or age.

8.8.2. *III.E.2 Estimation procedures*

Give a short description of the methods that will be used for estimating the stock variables.

8.8.3. *III.E.3 Data quality evaluation*

Explain the sampling strategy planned regarding the objectives in terms of target precisions. The coverage and precision levels should be in accordance with those specified in Commission Decision 2008/949/EC, Chapter III, section B2.4.

Also document and discuss any changes in the data collection system that could have an impact on the overall continuity and consistency of the series collected.

8.8.4. *III.E.4 Regional coordination*

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of stock-related variables. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

Sampling requirements for surveys should in general be defined by the relevant survey planning groups. Make reference to the corresponding document(s), where these requirements are defined.

8.8.5. *III.E.5 Derogations and non-conformities*

Formal derogations with regard to the data collection on “Stock related variables” are already included in table III E.1 (see section III.E.1). If no further derogations are requested, then it should be explicitly stated. All extra derogations and all non-conformities should be fully explained and justified.

8.9. **III.F Transversal variables**

8.9.1. *III.F.1 Capacity*

8.9.1.1. III.F.1.1 Data acquisition

Briefly describe how fishing capacity data will be obtained. In particular, information from the fleet register has to be integrated with other sources (logbook, surveys,...) in order to get data at the level of fleet segments. The NP should describe the different data sources used.

8.9.1.2. III.F.1.2 Data Quality evaluation

MS shall describe the methods used to assure the quality of the collected data (validation rules, cross checking, etc.). In case where capacity variables are collected through surveys, information on data quality should be given in terms of target precision levels.

8.9.2. *III.F.2 Effort*

8.9.2.1. III.F.2.1 Data acquisition

The effort variables are listed in Commission Decision 2008/949/EC Appendix VIII. Data sources (e.g. logbooks, landings and effort declarations, census, surveys etc.) should be clearly stated for each variable. Methods for deriving final estimates from these data sources should be described. Where survey work is being undertaken, concise details should be given about

Type of data collection

Target and frame population

Data sources

Sampling frame and allocation scheme

Estimation

MS may provide detailed calculation procedures, including statistical ones, in an annex.

MS shall describe specific actions for vessels less than 10 meters.

Description of fields in table III.F1: Transversal Variables Data collection strategy

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”.
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
Variable group	Refer to Commission Decision 2008/949/EC Appendix VIII under column ‘Heading’ .
Variables	Refer to Commission Decision 2008/949/EC Appendix VIII under column ‘Variable’.
Data sources	Indicate the name(s) of the sources used for collecting the data and detailed in section III.F.2.1 of the NP proposal.
Type of data collection scheme	Enter ‘A’ for a census, ‘B’ for a probability based survey and/or C for a non-probability based survey.
Variability indicator (a)	Specify the variability indicators to be used in relation to the type of collection scheme.
Target population (b)	Target population can be reported as "all registered vessels in the case the sampling strategy is the same for all vessels otherwise MS should specify the vessels segments for which a specific sampling strategy has been used.

8.9.2.2. III.F.2.2 Data quality evaluation

MS shall describe the methods used to assure the quality of the collected data (validation rules and consistency among different variables).

In case where effort variables are collected through surveys, information on data quality should be given in terms of accuracy (bias and target precision levels).

8.9.2.3. III.F.2.3 Data presentation

Use this section to indicate when data will be available for end users.

8.9.2.4. III.F.2.4 Regional coordination

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of data for the effort variables. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this

case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

8.9.2.5. III.F.2.5 Derogations and non-conformities

MS shall justify any derogation requested and any non-conformity with the requirements of the DCF. Note that under the DCF, there are no provisions for the exclusion of any part of the vessel population from data collection (for example vessels less than 10 meters).

8.9.3. III.F.3 Landings

8.9.3.1. III.F.3.1 Data acquisition

The variables are listed in appendix VIII. Data sources (e.g. logbooks, landings and effort declarations, census, surveys etc.) should be clearly stated for each variable. Methodologies, including conversion factors, to derive final estimates from these data sources should be described. Where survey work is being undertaken, concise details should be given about methodology (including sampling procedures). MS may provide detailed calculation procedures, including statistical ones, in an annex.

Use table III.F.2 to provide conversion factors, The full table was provided for 2009 and it should be updated in subsequent years only in case of any modification. If no modifications is done it should be stated in the text.

Explain the approach followed to calculate annual average prices per species (it is recommended to use weighted averages).

Describe specific actions for vessels less than 10 meters.

8.9.3.2. III.F.3.2 Data quality evaluation

Describe the methods used to assure the quality of the collected data.

In case where effort variables are collected through surveys, information on data quality should be given in terms of target precision levels.

8.9.3.3. III.F.3.3 Data presentation

Use this section to indicate when data will be available for end users.

8.9.3.4. III.F.3.4 Regional coordination

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of data for

landings variables. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

8.9.3.5. III.F.3.5 Derogations and non-conformities

MS shall justify any derogation requested, including derogations recommended by STECF, and any non-conformity with the requirements of the DCF. Note that under the DCF, there are no provisions for the exclusion of any part of the vessel population from data collection (for example vessels less than 10 meters).

8.10. III.G Research surveys at sea

8.10.1. III.G.1 *Planned surveys*

For each survey listed at Appendix IX of Commission Decision (2008/949/EC), a brief overview should be given of

The main aims of the survey (target species, target data).

How the data will be collected. Specify the linkage to an international manual web page if one exists.

How and where the data will be stored (with reference to both national and international databases).

the suitability of the survey for the calculation of the ecosystem indicators 1 to 4 listed in appendix XIII

The NP Proposal should not contain any new survey proposed by the MS, as this should follow a procedure agreed by STECF (*cf.* Report of SGRN-07-01).

Use standard table III.G.1 to give an overview of the planned numbers of days at sea, and the planned numbers of echo sounding tracks, UWTV tracks, plankton hauls for fish eggs and/or larvae, fishing hauls or sampling stations. In the column 'Max. days eligible', take over the number of days given in the survey effort column in Appendix IX of Commission Decision 2008/949/EC for the particular survey.

Both in the text of the NP Proposal and in the standard tables, surveys should be listed in the same order and with exactly the same names as in Appendix IX of Commission Decision 2008/949/EC.

Description of fields in table III.G.1: List of surveys.

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Name of survey	Use the name of the survey(s) as spelled in the Commission Regulation 2008/949/EC appendix IX.
Aim of survey	Enter the main aims of the survey (target species, target data).
Area(s) covered	Enter the codes of the areas visited (ICES divisions, GFCM subareas, ...)
Period (Month)	Enter the period, by months, when the survey will be operating. Note that this period should match the information given in Commission Decision 2008/949/EC Appendix IX.
2011 - 2013	Enter ‘X’ for specifying the years when the survey occurs.
Days at sea planned	Give the number of days at sea planned for the survey(s).
Max. days eligible	Give the maximum days eligible for the survey(s) as stated in Commission Decision 2008/949/EC Appendix IX
Type of Sampling activities	<p>Use the following convention :</p> <p>Enter 'Echo Nm', if the target is to perform a pre-set distance (in nautical miles) of echo sounding, regardless of the sampling strategy used.</p> <p>Enter 'TV Tracks', if the target is to perform a pre-set number of underwater TV tracks, regardless of the sampling strategy used (simple random, stratified random or fixed stations).</p> <p>Enter 'Fish Hauls', if the target is to perform a pre-set number of fishing hauls, regardless of the sampling strategy used (simple random, stratified random or fixed stations).</p> <p>Enter 'Plankton Hauls', if the target is to perform a pre-set number of plankton hauls for fish eggs and/or larvae, regardless of the sampling strategy used (simple random, stratified random or fixed stations).</p> <p>If different methods will be deployed during the same survey, then use more than one line and specify the targets for each method separately (see highlighted rows in table III.G.1 for examples).</p>
Planned target	Give the numerical value of the planned target for the sampling activities named in previous column?
Ecosystem indicators collected	Enter the code specification of the ecosystem indicators collected (Commission Decision 2008/949/EC Appendix XIII.
Map	Indicate the reference to map(s) given in the text of the NP proposal.

Relevant international planning group	Indicate the acronym of the international planning group coordinating the survey(s).
Upload in international database	Indicate by 'Yes' or 'No' whether the data will be upload in an international database or not.

8.10.2. *III.G.2 Modifications in the surveys*

In this section, all planned changes in the design or effort of the surveys should be fully documented and explained. Changes and alterations to be discussed include:

- Changes in the vessel(s) that is/are used for a survey.
- Changes in the timing of a survey.
- Changes in the geographical coverage of a survey and the location of sampling stations.
- Changes in the gear(s) used during a survey.
- Changes in the sampling protocols.

Wherever possible, an appreciation should be given of the likely impact (if any) of the planned changes on the consistency of the survey data. If the changes are in agreement with a recommendation by an acknowledged planning or steering group, then it should be mentioned, together with a reference to the documents where the relevant background information can be found.

If no changes in the design of the surveys are foreseen, then it should be explicitly stated.

8.10.3. *III.G.3 Data presentation*

Use this section to indicate when data will be available for end users.

8.10.4. *III.G.4 Regional coordination*

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region.

8.10.5. *III.G.5 Derogations and non conformities*

MS shall justify any derogation requested, including derogations recommended by STECF, and any non-conformity with the requirements of the DCF.

IV. MODULE OF THE EVALUATION OF THE ECONOMIC SITUATION OF THE AQUACULTURE AND PROCESSING INDUSTRY

8.11. IV.A Collection of data concerning the aquaculture

8.11.1. IV.A.1 General description of the aquaculture sector

Use this section, and standard table IV.A.1, to give a general and concise description of the MS's aquaculture sector. The prime aim of standard table IV.A.1 is to get an overview of the typologies of aquaculture present in each MS and also for which the NP Proposal should have either concrete plans for sampling activities or a justification of the requested derogations. Enter 'Yes' or 'No' in the appropriate cells of standard table IV.A.1, regardless of the quantities produced. If quantities produced by a certain segment are too small to justify any sampling activities, then this should be justified in the section « IV.A.6. Derogations and non-conformities » and should be identified with NS (no sampling) in table IV.A.1 in brackets behind “Yes” in the respective cell.

Provide information on the importance of the aquaculture sector compared with the fishery sector, in terms of values and volume (tons) of production.

8.11.2. IV.A.2 Data acquisition

(a) Definition of variables

The variables are listed and defined in Appendix X of Commission Decision 2008/949/EC. Data sources (e.g. company accounts, survey, etc.) should be clearly stated for each variable. Methodologies to derive final estimates from these data sources should be described. Where survey work is being undertaken, concise details should be given about methodology (including sampling procedures). MS may provide detailed calculation procedures, including statistical ones, in an annex.

Specify which is the reference year of the data that will be collected and when final validated data will be available. In the different years of the NP data for different reference years will be collected. Hence a separate row for each variable or segment for each reference year has to be provided.

Follow Appendix XI of Commission Decision 2008/949/EC to stratify the population and enterprises should be segmented according to their main farming technique. In this view, describe the criteria used to identify the main farming technique (e.g. on the basis of turnover, production, ...).

Further segmentation on the basis of size or other criteria shall be explained.

The methodology for calculation of FTE should be in accordance with the Study FISH/2005/14 and should be explained in the NP.

(b) Type of data collection

Indicate which type of data collection is to be applied for each economic variable as listed in Appendix XII of Commission Decision 949/08. Three different types of data collection schemes could be used for data collection:

- D. Census, which attempts to collect data from all members of a population. This would include collection of data from administrative records, as well as other cases in which data are derived from sources originally compiled for non-statistical purposes
- E. Probability Sample Survey, in which data are collected from a sample of a population members randomly selected
- F. Non-Probability Sample Survey, in which data are collected from a sample of population members not randomly selected.

(c) Target and frame population

Use standard table IV.A.2. to give a general outline of (i) the population nos. by segment, (ii) the planned sampling levels and sample rates (columns 'Planned sample no.' and 'Planned sample rate'), and (iii) the sampling method(s) that will be used (column 'Sampling strategy'). The segments in table IV.A.2 should correspond to those listed in Appendix XI of the DCF.

Description of fields in table IV.A.2: Population segments for collection of aquaculture data

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Segment	Refer to the naming convention used in Comm. Dec. 2008/949/EC Appendix XI.
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.
Total population no	Number of enterprises comprised in each of the segments.
Frame population no	Number of enterprises accessible for sampling in each of the segments.
Planned sample no.	Number of enterprises comprised in the sampling plan for each of the segments. Where planned sample numbers differ for the estimation of different parameters within a segment, please give the appropriate range.
Planned sample rate	Planned sampling rate for each of the segments. Where planned sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Type of data collection scheme	Enter the code of the data collection scheme, as referred to in subsection (b).

Description of fields in table IV.A.3: Sampling strategy - Aquaculture sector

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Variables (as listed in Appendix X)	Enter the name of the variables as listed in Commission Decision 2008/949/EC Appendix X.
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.
Data sources	Indicate the name(s) of the sources used for collecting the data and detailed in section IV.A.2.(e) of the NP proposal.
Type of data collection scheme	Indicate the code of the data collection scheme as detailed in section IV.A.2 (b) of the NP proposal.
Variability indicator	Specify the variability indicators to be used in relation to the type of collection scheme
Segments	Enter the name of the segments, which may be a composition of the segments names listed in Commission Decision 2008/949/EC Appendix XI.

The population to be considered is composed of enterprises whose primary activity is defined according to the EUROSTAT definition under NACE Code 03.2: “Fish Farming”. In case additional sources (e.g. veterinary register, aquaculture licences register, ...) are to be used to adjust the population, MS shall explain the procedure used.

The column, headed 'Reference year' should give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table. Example: if, as part of a MS's National Programme for 2011-2013, data have been collected on the turnover made in 2009, then the cell 'NP-year' in the top of the table should read '2011-2013' and the entry in the column 'Reference year' should read '2009'.

Target population.

The target population is the population for which inferences are made and is defined in the DCF. MS should:

- explain if there are deviations from the definition given in the DCF;
- describe the segmentation if it is used.

Frame Population.

The frame is a device that permits access to population units. The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification, sampling and contact. The information about frame population should be provided in Standard Table IV.A.2.

(d) Data sources

Provide a list of data sources planned to be used and a description of each. The information on data sources to be used to collect each variable per segment (if segmentation is used) should be provided in Standard table IV.A.3.

If a questionnaire is going to be used, a copy of this may be included in an annex to the NP.

Provide information how the consistency of data coming from different data sources will be ensured.

(e) Sampling stratification and allocation scheme

The description should be provided if sampling is planned (Probability Sample Survey or/and Non-Probability Sample Survey).

Type of sampling strategy

Describe the selection of sampling units and therefore the type of sampling strategy used (e.g., simple random sampling, systematic sampling, sampling with PPS, multiple stage sampling, etc.)

Further stratification within sector/segment

Describe if sector/segments will be divided into subsets (strata) before the selection of a sample. MS should define what parameters will be used to stratify.

Determination of sample size

Explain which targets have been used to determine the sample size and why these targets have been chosen. Present the planned sample size (if segmentation is used by segment) in Standard table IV.A.2.

Sample evolution over time, rotational groups

In the case where rotation is applied to substitute non-responsive units, this should be clearly described and the consequences for the estimates should be discussed.

Describe any projected changes in sample size over time and should report the number of sample units that will be substituted from one year to another.

8.11.3. IV.A.3 Estimation

Information on planned methodologies to derive final estimates from data collected should be given for each variable.

Estimation methods from sample to population

Describe the type of estimators to be used according to the type of sampling strategy (for example, Horvitz-Thompson or Hansen-Hurwitz estimators)

Describe estimation procedures, including the nature of any additional information planned to be used.

Imputation of non responses/ Non-response adjustments

Describe the methods planned (e.g., regression analysis, adjustments of raising actors, etc.) for dealing with non-responses and other data deficiencies.

8.11.4. IV.A.4 Data quality evaluation

A description should be provided per each type of data collection scheme.

Use standard table IV.A.2 to give further details on the sampling methods used (column 'Sampling strategy') and describe the methods planned to assure the quality of the collected data.

Information on data quality can be given in terms of target precision levels in the case of statistical sample and in terms of sample rate when precision levels cannot be calculated. Other methods can also be used and they have to be described in the text (MS should use The European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information).

Two types of error should be distinguished: bias and variability. Targets for variability indicators should be provided in the Standard table IV.A.3. It is proposed that:

For data collection type A (census), where the variability indicator is “none”, MS should give information on the targeted response rate;

For data collection type B (Probability Sample Survey), the coefficient of variation (CV) is preferred as an accuracy indicator and has to be used to define the planned target for data collection. However MS could use other accuracy indicators to define the planned targets (e.g. precision level, confidence intervals etc.);

For data collection type C (Non-Probability Sample Survey), the variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to to assess such variability in the NP.

8.11.5. IV.A.5 Presentation

Indicate when data will be available to end users, and the time lag with respect to the reference year.

Confidentiality problems, and the need for clustering of segments when presenting the results, should be discussed in this section.

8.11.6. IV.A.6 Regional coordination

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of economic data from the aquaculture sector. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this

case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

8.11.7. IV.A.6 Derogations and non-conformities

MS shall justify any derogation requested and any non-conformity with the requirements of the DCF. When relevant, this justification should be based on scientific evidence.

8.12. IV.B. Collection of data concerning the processing industry

8.12.1. IV.B.1 Data acquisition –

(a) Definition of variables

The variables are listed and defined in Appendix XII of Commission Decision 2008/949/EC. For those variables which are not defined in the Appendix XII MS should provide definition and chosen methodology if necessary as stated in the Appendix XII of Commission Decision.

MS shall specify which is the reference year of the data that will be collected and when final validated data will be available. In the different years of the National Programme data for different reference year will be collected. Hence a separate row for each variable or segment for each reference year has to be provided.

The methodology for calculation of FTE should be in accordance with the Study FISH/2005/14 and should be explained in the NP.

(b) Type of data collection

Indicate which type of data collection is to be applied for each economic variable as listed in Appendix XII of Commission Decision 949/08. Three different types of data collection schemes could be used for data collection:

- Census, which attempts to collect data from all members of a population. This would include collection of data from administrative records, as well as other cases in which data are derived from sources originally compiled for non-statistical purposes
- Probability Sample Survey, in which data are collected from a sample of a population members randomly selected
- Non-Probability Sample Survey, in which data are collected from a sample of population members not randomly selected.

(c) Target and frame population

The population is defined in the DCF. The population shall refer to enterprises whose main activity is defined according to the Eurostat definition under NACE Code 10.20: 'products'. "Processing and preserving of fish, crustaceans and molluscs."

For those enterprises that carry out fish processing but not as a main activity, it is also mandatory to provide information on population.

If segmentation is to be used the criteria for it should be number of persons employed and/or turnover. Standard table IV.B.1 should be used to present information on target and frame population. The column, headed 'Reference years' should give the year to which the data collected actually refer and thus may differ from the 'NP-years' in the top of the table. Example: if, as part of a MS's National Programme for 2011-2013, data have been collected on variable costs incurred in 2009, then the cell 'NP-year' in the top of the table should read '2011-2013' and the entry in the column 'Reference years' should read '2009'.

Target population.

The target population is the population for which inferences are made and is defined in the DCF. MS should:

- explain if there are deviations from the definition given in the DCF;
- describe the segmentation if it is used.

Frame Population.

The frame is a device that permits access to population units. The frame population is the set of population units which can be accessed through the frame and the survey data then refer to this population. The frame contains sufficient information about the units for their stratification, sampling and contact. The information about frame population should be provided in Standard table IV.B.1.

(d) Data sources

Provide a list of data sources to be used and a description of each. The information on data sources used to collect each variable per segment (if segmentation is used) should be provided in Standard table IV.B.2.

If a questionnaire is going to be used, a copy of this may be included in an annex to the NP.

Provide information how the consistency of data coming from different data sources will be ensured.

(e) Sampling stratification and allocation scheme

A description should be provided if sampling is planned (Probability Sample Survey or/and Non-Probability Sample Survey).

Type of sampling strategy

Describe the selection of sampling units and therefore the type of sampling strategy used (e.g., simple random sampling, systematic sampling, sampling with PPS, multiple stage sampling, etc.)

Further stratification within sector/segment

Describe if sector/segments have been divided into subsets (strata) before the selection of a sample. Define which parameters have been used to stratify.

Determination of sample size

Explain which targets have been used to determine the sample size and why these targets have been chosen. Present the sample size (if segmentation is used by segment) in Standard table IV.B.1.

Sample evolution over time, rotational groups

In the case where rotation is applied to substitute non-responsive units, this should be clearly described and the consequences for the estimates should be discussed.

Describe any projected changes in sample size over time and report the number of sample units that will be substituted from one year to another.

Description of fields in table IV.B.1: Processing industry: Population segments for collection of economic data.

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. "GER"
Segment	If applied, refer to the segmentation by number of employees used in Comm. Dec. 2008/949/EC Appendix XII or give the range of turnover for the different segments, when turnover is used for segmentation Otherwise indicate "entire segment".
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.
Total population no	Number of enterprises comprised (in each of the segments, if segmentation is used).
Frame population no	Number of enterprises accessible for sampling (in each of the segments, if segmentation is used).
Planned sample no.	Number of enterprises comprised in the sampling plan (for each of the segments, if segmentation is used). Where planned sample numbers differ for the estimation of different parameters (within a segment, if segmentation is used), please give the appropriate range.

Planned sample rate	Planned sampling rate for each of the segments. Where planned sampling rates differ for the estimation of different parameters within a segment, please give the appropriate range.
Type of data collection scheme	Indicate the code of the planned data collection scheme as detailed in section IV.B.1 (b) of the NP proposal.

Description of fields in table IV.B.2: Sampling strategy - Processing industry

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Variables (as listed in Appendix XII)	Enter the name of the variables as listed in Commission Decision 2008/949/EC Appendix XII.
Reference year	Give the year to which the data collected will refer and thus may differ from the 'NP-years' in the top of the table.
Data sources	Indicate the name(s) of the sources used for collecting the data and detailed in section IV.B.1. (d) of the NP proposal.
Type of data collection scheme	Indicate the code of the data collection scheme as detailed in section IV.B.2.(b) of the NP proposal.
Variability indicator	Specify the variability indicators to be used in relation to the type of collection scheme
Segments	If applied, refer to the segmentation by number of employees used in Comm. Dec. 2008/949/EC Appendix XII or give the range of turnover for the different segments, when turnover is used for segmentation. Otherwise indicate “entire sector”.

8.12.2. IV.B.2 Estimation

Give information on planned methodologies to derive final estimates from data collected for each variable.

Estimation methods from sample to population

Describe the type of estimators to be used according to the type of sampling strategy (for example, Horvitz-Thompson or Hansen-Hurwitz estimators)

Describe planned estimation procedures, including the nature of any additional information used.

Imputation of non responses/ Non-response adjustments

Describe the methods planned (e.g., regression analysis, adjustments of raising actors, etc.) for dealing with non-responses and other data deficiencies.

8.12.3. IV.B.3 Data quality evaluation

A description should be provided per each type of data collection scheme.

Use standard table IV.B.1 to give further details on the sampling methods that will be used (column 'Sampling strategy') and this section for the description of the methods planned to assure the quality of the collected data.

Information on data quality can be given in terms of target precision levels in the case of statistical sample and in terms of sample rate when precision levels cannot be calculated. Other methods can also be used and they have to be described in the text (MS should use The European Statistical System (ESS) standard quality reporting documents (EUROSTAT 2009a and 2009b) and SGECA recommendations may be used for more information).

Two types of error should be distinguished: bias and variability. Targets for variability indicators should be provided in the Standard table IV.B.2. It is proposed that:

For data collection type A (census), where the variability indicator is “none”, MS should give information on the targeted response rate;

For data collection type B (Probability Sample Survey), the coefficient of variation (CV) is preferred as an accuracy indicator and has to be used to define the planned target for data collection. However MS could use other accuracy indicators to define the planned targets (e.g. precision level, confidence intervals etc.);

For data collection type C (Non-Probability Sample Survey), the variability of the estimates serves as accuracy indicator. MS should describe clearly the methods which will be used to to assess such variability in the NP.

8.12.4. IV.B.4 Data presentation

Indicate when data will be available to end users and the time lag with respect to the reference year.

Confidentiality problems and the need for clustering of segments in the phase of presentation of the results should be discussed in this section.

8.12.5. IV.B.5 Regional coordination

Use this section to describe the initiatives taken to coordinate the national programme with other Member States in the same marine region, with regard to the collection of economic variables for the processing sector. Formal multi-lateral agreements should be annexed to the NP Proposals of all referenced parties.

There may also be agreements reached during a RCM which are documented in the appropriate report, but for which there is no formal multi lateral signed document. In this case, the text of the appropriate RCM should be copied and pasted in italics in the NP proposal of all MS involved.

List the appropriate recommendations from all relevant RCMs and give a brief description of the responsive actions that will be taken. List any recommendations and planned responsive actions in a text table comprising on the left side the recommendations and on the right side the responsive actions. There is no need to also list recommendations that do not apply to MS (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the EC, etc.).

8.12.6. IV.B.6 Derogations and non-conformities

MS shall justify any derogation requested and any non-conformity with the requirements of the DCF. When relevant, this justification should be based on scientific evidence.

V. MODULE OF EVALUATION OF THE EFFECTS OF THE FISHING SECTOR ON THE MARINE ECOSYSTEM

In this NP Proposal section, specify the temporal (years) and spatial (geographical) coverage of the data that will be collected in order to allow the calculation of the ecosystem indicators specified in Appendix XIII of Commission Decision 2008/949/EC.

The surveys which contribute to the collection of data for the calculation of ecosystem indicators shall be specified in section III.G.1.

Provide details on the access to VMS data and the expected temporal and spatial resolution.

With reference to section III.B.1 of the NP Proposal (economic variables), describe how data on the value of the landings and fuel costs will be collected to allow calculation of ecosystem parameter 9.

Description of fields in table V.1: Indicators to measure the effects of fisheries on the marine ecosystem

Fields	Description/definition of the fields
MS	Member State shall be given as three letter code e.g. “GER”
Region	Region shall be given according to the labelling of regions in table III.A.1 e.g. “Baltic”, “North Sea and Eastern Arctic”, etc.
Code specification	Enter the code specification of the ecosystem indicators collected as specified in the Commission Decision 2008/949/EC Appendix XIII.
Indicator	Enter the name of the ecosystem indicators collected as specified in Commission Decision 2008/949/EC Appendix XIII.
Data required	Enter the data requirement of the ecosystem indicators collected as specified in the Commission Decision 2008/949/EC Appendix XIII.
Data collection	Indicate by ‘Yes’ or ‘No’ whether the relevant data will be collected or not.

VI. MODULE FOR MANAGEMENT AND USE OF THE DATA

Use this section to give a general and concise description of the MS's activities on management and use of the data. In this view MS should :

- Describe which data are stored (primary data, aggregated data, metadata) in which databases (national and/or international) and data exchange systems (transferring between participants/Commission/other...);

- Describe how the databases are centralised with reference to Comm. Reg. 665/2008 Art. 8(2). If this is not the case yet, MS should outline the plan for doing so;
- Summarize the structure of the database and all technical measures necessary to protect such data (Art. 13 of Reg. 199/2008). Chapter VI section A.(2) states that MSs have to describe the transformation process of the primary socio-economic data into metadata (data inventory) referred to in Article 13(b) of Regulation 199/2008. This description shall be given in this section of the NP Proposal;
- Describe the means to store the requests and transmission of data, as required by Commission regulation 665/2008, Article 9.
- Briefly illustrate the quality, validation and completeness both of the primary data collected under national programme, and of the detailed and aggregated data derived which could be transmitted to end-users. Particularly MS should exemplify how detailed and aggregated data derived from primary data collected under national programme are validated before their transmission to end-users;
- Describe the means developed for ensuring the processing, analysing and estimating of the parameters, in complement of the information already given in the 'Estimation procedures' sections.

VII.FOLLOW-UP OF STECF RECOMMENDATIONS

In its evaluation of the NP Proposals and Technical Reports, SGRN makes general comments that have an impact on the way MS are expected to set up their national data collection programmes in the years to come (see the General Comments sections at the beginning of SGRN's summer and winter reports). In the ensuing NP Proposals, however, it is sometimes difficult to ascertain whether MS have properly followed these recommendations. MS should summarise the follow-up given to SGRN's recommendations and endorsed by STECF in a text table comprising on the left side the recommendations and on the right side the responsive actions.

VIII. LIST OF DEROGATIONS

Provide a complete list of requests for derogations, making reference to the NP Proposal section where detailed justifications for these derogations are given. In cases where derogations were approved in the past, these should be listed here and the year of approval shall be given.

List of requests for derogations:

Short title of derogation	NP Proposal section	Derogation approved or rejected¹	Year of approval or rejection of past requests for derogations

¹ Insert 'a' for approved or 'r' for rejected

IX. LIST OF ACRONYMS AND ABBREVIATIONS

Provide a full list, in alphabetical order, of all acronyms and abbreviations used in the main body of the NP Proposal, together with their meaning in plain language.

X. COMMENTS, SUGGESTIONS AND REFLECTIONS

Use this section to comment on general problems encountered while planning or executing the NP, to indicate inconsistencies in the DCF, to suggest improvements, etc.

XI. REFERENCES

Provide a full list of bibliographic references used in the main body of the NP Proposal and in the standard tables, in alphabetical order.

XII. ANNEXES

Use this section to add methodological overviews, working papers, etc., that are essential to the understanding and evaluation of the NP Proposal. Annexes should be concise and have the general structure and layout of a scientific paper.

Correspondence between the tables in the guidelines version 2008 and the new set of tables for the guidelines version 2009.

Guidelines version 2008(NP)			Guidelines version 2009 (NP&TR)		
TABLE NAME		Corresponds to ----- -- <			

Stocks to be sampled and derogations	III_E_1	----- --	III_E_1	List of required stocks (Appendix VII)	NP
Long-term planning of sampling for stock-based variables	III_E_2	----- --	III_E_2	Long-term planning of sampling for stock-based variables	NP
Sampling intensity for stock-based variables	III_E_3	----- --	III_E_3	Sampling intensity for stock-based variables	NP&TR
			III_F_1	Transversal Variables Data collection strategy	NP&TR
Conversion factors	III_F_3	----- --	III_F_2	Conversion factors	NP
List of surveys	III_G_1	----- --	III_G_1	List of surveys	NP&TR
General overview of aquaculture activities	IV_A_1	----- --	IV_A_1	General overview of aquaculture activities	NP
Population segments for collection of aquaculture data	IV_A_2	----- --	IV_A_2	Population segments for collection of aquaculture data	NP&TR
Sampling strategy - Aquaculture sector	IV_A_3	----- --	IV_A_3	Sampling strategy - Aquaculture sector	NP&TR
Processing industry: Population segments for collection of economic data	IV_B_1	----- --	IV_B_1	Processing industry: Population segments for collection of economic data	NP&TR
Sampling strategy - Processing industry	IV_B_2	----- --	IV_B_2	Sampling strategy - Processing industry	NP&TR
			V_1	Indicators to measure the effects of fisheries on the marine ecosystem	NP&TR
Preliminary list of meetings for the support of scientific advice	VI_B_2	----- --	II_B_1		
			VI_B_1	Achieved Data transmission	TR

9. APPENDIX 2: NORTH SEA DEMERSAL INDICATOR DATA TABLES

Table II.B.1 - Planned International co-ordination

							NP years
							TR year
MS	Expert group	RFMO	Year	Number of stock co-ordinator provided by MS	Years for which a chairperson is provided by MS	MS Participation	Eligible under DCF
SWE	RCM Med		2011-2013		2011-2012	X	Yes/No
SWE	WGSSK	ICES	2011-2013	2		X	Yes/No
SWE	MEDITS		2011-2013			X	Yes/No

Table III.A.1 – General description of the fishing sector

MS	Region	Sub-area	Target assemblages or species			
			Demersal (a)	Pelagic (a)	Industrial (b)	Deep-water (a)
	Baltic Sea	ICES areas III b-d	Yes/No			
	North Sea and Eastern Arctic	ICES Sub-areas I, II, IIIa, IV and VII d				
	North Atlantic	ICES Sub-areas V, XIV (excl. VII d), and NAFO area				
	Mediterranean Sea and Black Sea	All geographical sub-areas				
	Other regions where fisheries are operated by EU vessels and managed by RFMOs	Central East Atlantic				
		Antarctic				
		Central West Atlantic				
		Indian Ocean				
		Pacific Ocean				

(a) Including fish, crustaceans and molluscs

(b) Fisheries targeting species for the production of fish meal, fish oil, etc.

Table III.B.1 - Population segments for collection of economic data

MS	Supra region	Fleet segment (c)	Reference year	Target population no. (b) ---- N	Frame population no. (d) -- F	Planned sample no. (a) (b) ---- P	Planned sample rate (a) ---- (P/F)*100 (%)
ESP	Baltic Sea, North Sea and Eastern Arctic, and North Atlantic	Beam trawlers : 18-24 m*	2008	150	140	100	67
ESP	Baltic Sea, North Sea and Eastern Arctic, and North Atlantic	Beam trawlers : > 40 m	2008	25	25	10-20	40-80
ESP	Mediterranean	Passive gears : Drift and fixed nets 12-18 m	2008	5	5	5	100
ESP	Baltic Sea, North Sea and Eastern Arctic, and North Atlantic	Beam trawlers : 18-24 m*	2009	150	100	100	67
ESP	Baltic Sea, North Sea and Eastern Arctic, and North Atlantic	Beam trawlers : > 40 m	2009	25	25	10-20	40-80
ESP	Mediterranean	Passive gears : Drift and fixed nets 12-18 m	2009	5	5	5	100

(a) Where planned sample nos. and rates differ for the estimation of different parameters within a segment, please give the appropriate range.

(b) planned sample can be modified based on updated information on the total population (fleet register)

(c) put an asterisk in the case the segment has been clustered with other segment(s)

(d) For economic variables to be collected only for active vessels, the frame may be different from the population.

A - Census

B - Probability Sample Survey

C - Non-Probability Sample Survey

Table III.B.2 - Economic Clustering of fleet segments

MS	Supra region	Reference year	Name of the clustered fleet segments	Total number of vessels in the cluster from the most recent information	Total number of vessels in the cluster by the 1 st of January of the sampling year	Fleet segments which have been clustered
FRA	Baltic Sea, North Sea and Eastern Arctic, and North Atlantic	2008	Beam trawlers 18-24 m*	150	150	Beam trawlers 12-18 m
						Beam trawlers 18-24 m

Table III.C.2 - Merging and disaggregation of metiers (re-arrangement)

								NP years
MS	Region	Fishing ground	Sampling year	Metiers picked up by ranking system (Table III_C_1 column G)	Is metier merged with other metiers for sampling purposes?	Metiers that will be merged for sampling purposes (Table III_C_1 column G)	Metiers that will be further disaggregated	Name of metier to sample (Table III_C_3 column H)
SWE	Baltic	SD 22-24	2011	OTB_DEF_>=105_1_110	Y	OTB_DEF_>=105_1_110 TTB_DEF_>=105_1_110		OTB_DEF_>=105_1_110
SWE	Baltic	SD 22-24	2011	TTB_DEF_>=105_1_110	Y	OTB_DEF_>=105_1_110 TTB_DEF_>=105_1_110		
ESP	North Sea and Eastern Arctic	I,II	2011	PTB_DEF_>=120_0_0	Y	PTB_DEF_>=120_0_0 OTB_DEF_>=120_0_0		PTB_DEF_>=120_0_0
ESP	North Sea and Eastern Arctic	I,II	2011	OTB_DEF_>=120_0_0	Y	PTB_DEF_>=120_0_0 OTB_DEF_>=120_0_0		
ITA	Mediterranean Sea and Black Sea	All GSA	2011	LLD_LPF_0_0_0	N		LLD_LPF_0_0_0	LLD_LPF_0_0_0 BFT
								LLD_LPF_0_0_0 ALB
								LLD_LPF_0_0_0 SWO

Table III.C.3 - Expected sampled trips by metier

MS	MS participating in sampling	Sampling Year	Region	Fishing ground	Gear LVL4	Target Assemblage LVL5	Metier LVL6	Sampling frame codes
FRA	FRA	2009	North Sea and Eastern Arctic	IIIa, IV, VIId	OTB	Demersal fish	OTB_DEF_100-119_0_0	A1, A3, A4
FRA	FRA	2009	North Sea and Eastern Arctic	IIIa, IV, VIId	OTB	Demersal fish	OTB_DEF_100-119_0_0	
ITA	ITA	2009	Mediterranean Sea and Black Sea	All GSA	LLD	Large pelagic fish	LLD_LPF_0_0_0 BFT	X1
ITA	ITA	2010	Mediterranean Sea and Black Sea	All GSA	LLD	Large pelagic fish	LLD_LPF_0_0_0 ALB	X2
ITA	ITA	2011	Mediterranean Sea and Black Sea	All GSA	LLD	Large pelagic fish	LLD_LPF_0_0_0 SWO	X3
ESP	ESP	2010	North Atlantic	IXaS	PS	Small pelagic fish	PS_SPF_<40_0_0	S4
ESP	ESP	2009	North Atlantic	3LMNO	OTB	Deep water species	OTB_DWS_130_0_0	N1
ESP	ESP	2009	North Atlantic	3LMNO	OTB	Demersal species	OTB_DEF_280_0_0	N1
ESP	ESP	2009	North Atlantic	3LMNO	OTB	Crustaceans	OTB_CRU_40_2_0	N1

Table III.C.4 - Metier sampling strategy

MS	MS participating in sampling	Sampling year	Region	Sampling frame code	Sampling frame (fishing activities)	Sampling frame (geographical location)	Sampling frame (seasonality)
FRA	FRA	2009	North Sea and Eastern Arctic	A1	Polyvalent <10m	Le Havre – Dunkerque	March – Oct
FRA	FRA	2009	North Sea and Eastern Arctic	A2	Gillnets	Le Havre – Dunkerque	Feb – Sept
FRA	FRA	2010	North Sea and Eastern Arctic	A3	OTB inshore	Le Havre – Dunkerque	All year
FRA	FRA	2010	North Sea and Eastern Arctic	A4	OTB targeting saithe	Le Havre – Dunkerque	All year
ESP	ESP	2009	North Atlantic	N1	Trawlers	NAFO	All year

Table III.C.5 – Sampling intensity for length and age compositions (all metiers combined)

MS	MS participating in sampling	Sampling Year	Region	Fishing ground	Species	Species Group	Variable expressed by length or by age?	Required annual Precision target (CV)	Intensity agreed at the regional level
FRA	FRA-UK	2009	North Sea and IV, VIId		<i>Solea solea</i>	2	Length	12.5%	Yes
FRA	FRA	2009	Mediterranean	GSA 7	<i>Parapenaeus longirostris</i>	1	Length	12.5%	No
FRA	FRA	2009	North Sea and IV, VIId		<i>Pleuronectes platessa</i>	2	Age	-	No
FRA	FRA	2009	North Sea and IV, VIId		<i>Pleuronectes platessa</i>		Length	12.5%	No

Table III.C.6 - Achieved Length sampling of catches, landings and discards by metier and species

MS	MS participating in sampling	Bilateral agreement	Sampling Year	Region	Fishing ground	Species	Species Group	Metier level 6	Achieved	
									From the unsorted catches	From the retained catches and/or landings
FRA	FRA-UK	Yes/No	2009	North Sea and Eastern	IV, VId	<i>Solea solea</i>	2	OTB_DEF_100-119_0_0		9800
FRA	FRA		2009	Mediterranean	GSA 7	<i>Parapenaeus longirostris</i>	1	OTB-DES_>=40_0_0	400	
FRA	FRA		2009	North Sea and Eastern	IV, VId	<i>Pleuronectes platessa</i>	2	OTB_DEF_70-99_0_0		4205

[illegible]

Table III.E.2 - Long-term planning of sampling for stock-based variables

MS	Species	Region	RFMO	Area / Stock	Species Group	Age						Weight						Sex ratio				
						2008	2009	2010	2011	2012	2013	2008	2009	2010	2011	2012	2013	2008	2009	2010	2011	2012
UK	<i>Pleuronectes platessa</i>	North Sea and Eastern Ar	ICES	IV	2							X			X		X			X		
UK	<i>Nephrops norvegicus</i>	North Atlantic	ICES	FU 7	1							X	X	X	X	X	X	X	X	X	X	

Table III.E.3 - Sampling intensity for stock-based variables

MS	MS participating in sampling	Sampling year	Species	Species Group	Region	RFMO	Fishing ground	Area / Stock	Variable (*)
FRA	FRA-UK-BEL	2011	<i>Solea vulgaris</i>	2	North Sea and Eastern Arctic	ICES	North Sea and Eastern Channel	IIIa, IV, VII d	Length @age
FRA	FRA-UK-BEL	2011	<i>Solea vulgaris</i>	2	North Sea and Eastern Arctic	ICES	North Sea and Eastern Channel	IIIa, IV, VII d	Weight @age
FRA	FRA-UK-BEL	2011	<i>Solea vulgaris</i>	2	North Sea and Eastern Arctic	ICES	North Sea and Eastern Channel	IIIa, IV, VII d	Sex-ratio @age
FRA	FRA-UK-BEL	2011	<i>Solea vulgaris</i>	2	North Sea and Eastern Arctic	ICES	North Sea and Eastern Channel	IIIa, IV, VII d	Maturity @age
ESP	ESP	2011	<i>Merluccius merluccius</i>	1	North Atlantic	ICES	Western Ireland	IIIa, IV, VI, VII, VIII ab	length @age
ESP	ESP	2011	<i>Merluccius merluccius</i>	1	North Atlantic	ICES	Celtic Sea	IIIa, IV, VI, VII, VIII ab	length @age
ESP	ESP	2011	<i>Merluccius merluccius</i>	1	North Atlantic	ICES	Bay of Biscay	IIIa, IV, VI, VII, VIII ab	length @age
ITA	ITA	2011	<i>Parapenaeus longirostris</i>	1	Mediterranean and Black Sea	GFCM	GSA09	GSA09	weight @length

(*)

List of variables

Length @age
Weight @length
Weight @age
Maturity @length
Maturity @age
Sex-ratio @length
Sex-ratio @age
Fecundity @length
Fecundity @age
Abundance of smolt
Abundance of parr
Number of ascending individuals

Table III.F.1 – Transversal Variables Data collection strategy

MS	Region	Variable group	Variables	Data sources	Type of data collection scheme	Variability indicator (a)	Achieved variability
FRA	North Sea and Eastern Arctic	Capacity	Number of vessels				
FRA	North Sea and Eastern Arctic	Capacity	GT, kW, vessel age,				
FRA	North Sea and Eastern Arctic	Capacity	-----				
FRA	North Sea and Eastern Arctic	Effort	Number of vessels				
FRA	North Sea and Eastern Arctic	Effort	Days at sea				
FRA	North Sea and Eastern Arctic	Effort	Hours fished				
FRA	North Sea and Eastern Arctic	Effort	Fishing days				
FRA	North Sea and Eastern Arctic	Effort	kW* fishing days				
FRA	North Sea and Eastern Arctic	Effort	-----				
FRA	North Sea and Eastern Arctic	Effort	-----				
FRA	North Sea and Eastern Arctic	Landings	Value of landings total and per species				
FRA	North Sea and Eastern Arctic	Landings	Live weight of landings total and per species				
FRA	North Sea and Eastern Arctic	Landings	-----				
FRA	North Sea and Eastern Arctic	Landings	-----				
FRA	Mediterranean and Black Sea	Capacity	Number of vessels				
FRA	Mediterranean and Black Sea	Capacity	GT, kW, vessel age,				
FRA	Mediterranean and Black Sea	Capacity	-----				
FRA	Mediterranean and Black Sea	Effort	Number of vessels				
FRA	Mediterranean and Black Sea	Effort	Days at sea				
FRA	Mediterranean and Black Sea	-----	-----				
FRA	Mediterranean and Black Sea	Landings	Value of landings total and per species				
FRA	Mediterranean and Black Sea	Landings	Live weight of landings total and per species				
FRA	Mediterranean and Black Sea	Landings	-----				

(a) specify the variability indicators to be used and planned target

(b) Target population can be reported as *all registered vessels in the case the sampling strategy is the same for all vessels otherwise MS should specify the vessels segments for which a specific sampling strategy has been used

Table III.F.2 - Conversion factors

		NP years	
MS	Species	Presentation	Conversion factor
FIN	<i>Gadus morhua</i>	Gutted	1.25
FIN	<i>Nephrops norvegicus</i>	Whole	1.00
FIN	<i>Nephrops norvegicus</i>	Tails	3.33

Table III.G.1- List of surveys

MS	Name of survey	Aim of survey	Area(s) covered	Period (Month)	Year of the survey			Days at sea planned	Max. days eligible	Type of Sampling activities	Planned target
					2011	2012	2013				
NDL	Demersal Young Fish Survey	Flatfish 0-goup abundance indices	IVc	Sept-Oct	X	X	X	10	145	Fish Hauls	33
SWE	NS Herring Acoustic Survey	Herring abundance	IIIa, IV	July	X	X	X	15	105	Echo Nm	50
SWE	NS Herring Acoustic Survey	Herring abundance	IIIa, IV	July	X	X	X	15	105	Plankton hauls	15

Table IV.A.1 - General overview of aquaculture activities

						NP years			
MS	Species	Fish farming techniques				Shellfish farming techniques			
		Land based farms			Cages	Rafts	Long line	Bottom	Other
		Hatcheries and Nurseries	On growing	Combined	Cages				
LTL	Salmon (a)	Yes/No	Yes (NS)	Yes/No	Yes/No				
LTL	Eel (b)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Sea bass and Sea Bream (c)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Other marine fish (d)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Tuna (e)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Haddock (f)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Turbot (g)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Cod (h)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Mussel (i)	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
LTL	Oyster (j)	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
LTL	Clam (k)	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
LTL	Other shellfish (l)	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
LTL	Fresh water fish (m)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Trout (n)	Yes/No	Yes/No	Yes/No	Yes/No				
LTL	Carp (o)	Yes/No	Yes/No	Yes/No	Yes/No				

(a) *Salmo salar*(b) *Anguilla anguilla*(c) *Dicentrarchus labrax* and *Sparus aurata*

(d) This row contains all other not listed marine species

(e) *Thunnus thynnus*(f) *Melanogrammus aeglefinus*(g) *Psetta maxima*(h) *Gadus morhua*(i) *Mytilus edulis*, *Mytilus galloprovincialis*(j) *Ostrea edulis*, *Crassostrea gigas*(k) *Venus verucosa* or *Veneridae*

(l) This row contains all other not listed shellfish species

(m) This row contains all other not listed fresh water species

(n) *Salmo trutta* and

(o) Latin name

Table IV.A.2 - Population segments for collection of aquaculture data

MS	Segment	Reference year	Total population no. (b) --- N	Frame population no. --- F	Planned sample no. (a) (b) ---- P	Planned sample rate (a) ---- P/F*100 (%)	Type of data collection scheme (c)	Achieved no.sample
GER	Land based farms - Hatcheries and Nurseries- other marine fish	2010	150	100	100	67	B	
GER	Land based farms - On growing - sea bass & sea bream	2010	25	25	10-20	40-80	B	
GER	Cages - salmon	2010	5	5	5	100	A	
GER	Land based farms - Hatcheries and Nurseries- other marine fish	2010	150	125	100	67	B	
GER	Land based farms - On growing - sea bass & sea bream	2011	25	20	10-20	40-80	C	
GER	Cages - salmon	2011	5	5	5	100	A	

(a) Where planned sample nos. and rates differ for the estimation of different parameters within a segment, please give the appropriate range.

(b) planned sample can be modified based on updated information on the total population

Table IV.A.3 – Sampling strategy - Aquaculture sector

								NP years
								TR year
MS	Variables (as listed in Appendix X)	Reference year	Data sources	Type of data collection scheme (d)	Variability indicator (a)	Achieved variability	Bias indicator	Value of the bias indicator
	Turnover	2010	Financial accounts	A			response rates	
	Energy costs	2010	questionnaires	B	CV		coverage rates	
	Energy costs	2010	questionnaires	B	CV			
	Energy costs	2010	questionnaires	C	Variability of estimates			

(a) specify the variability indicators to be used and planned target

(b) planned quality target shall refer to the first year of the implementation of the NP. For subsequent years, targets may be adjusted according to past experience

(c) segments can be reported as "all segments" in the case the sampling strategy is the same for all segments, otherwise MS should specify the segments for which a specific sampling strategy has been used

(d) A - Census; B - Probability Sample Survey; C - Non-Probability Sample Survey

Table IV.B.1 - Processing industry: Population segments for collection of economic data

									NP years
									TR year
MS	Segment (b)	Reference year	Total population no. ---- N	Frame population no. F	Planned sample no. (a) ---- P	Planned sample rate (a) ---- P/F*100 (%)	Type of data collection scheme (c)	Achieved no. sample	Achieved Sampled rate ---- A/P
	Companies <= 10	2010	100	100	75	75	B		0%
	Companies 11-49	2010	50	25	25-50	50-100	B		0%
	Companies <= 10	2010	100	5	75	75	A		0%
	Companies 11-49	2010	50	125	25-50	50-100	B		0%

(a) Where planned sample nos. and rates differ for the estimation of different parameters within a segment, please give the appropriate range.

(b) in case of no stratification, put all the population

(c) A - Census; B - Probability Sample Survey; C - Non-Probability Sample Survey

Table IV.B.2 – Sampling strategy - Processing industry

								NP years
								TR Year
MS	Variables (as listed in Appendix XII)	Reference year	Data sources	Type of data collection scheme (d)	Variability indicator (a)	Achieved variability	Bias indicator	Value of the bias indicator
SWE	Turnover	2010	financial accounts	A				
SWE	Other operational costs	2010	questionnaires	B	CV			
SWE	Other operational costs	2010	questionnaires	B	CV			
SWE	Other income	2011	questionnaires	C	Variability of estimates			

(a) specify the variability indicators to be used and planned target

(b) planned quality target shall refer to the first year of the implementation of the NP. For subsequent years, targets may be adjusted according to past experience

(c) segments can be reported as "all segments" in the case the sampling strategy is the same for all segments, otherwise MS should specify the segments for which a specific sampling strategy has been used

(d) A - Census; B - Probability Sample Survey; C - Non-Probability Sample Survey

Table V.1 - Indicators to measure the effects of fisheries on the marine ecosystem

For indicators 1-4, see table III.G.1

						NP years
						TR Year
MS	Region	Code specification	Indicator	Data required	Data collection	Effective time lag for availability
SWE	Baltic Sea	5	Distribution of fishing activities	Position and vessel registration	Y/N	2 months
	North Sea and Eastern Arctic	6	Aggregation of fishing activities	Position and vessel registration		
	North Atlantic	7	Areas not impacted by mobile	Position and vessel registration		
	Mediterranean and Black Sea	8	Discarding rates of commercially exploited species	Species of catches and discards		
				length of catches and discards		
				abundance of catches and discards		
		9	Fuel efficiency of fish capture	Value of landings and cost of fuel.		

VI.1 – Achieved Data transmission

[illegible]

ANNEX II DECLARATIONS OF EXPERTS

Declarations of invited experts are published on the STECF web site on <https://stecf.jrc.ec.europa.eu/home> together with the final report.

European Commission

EUR 24101 EN – Joint Research Centre – Institute for the Protection and Security of the Citizen

Title: Scientific, Technical and Economic Committee for Fisheries. Report of Sub-group on Research Needs (SGECA/SGRN 09-03). Review of Guidelines for the National Programs and Technical Reports under the Data Collection Framework.

Author(s): Vigneau, J., Armstrong, M., Armesto, A., Carpentieri, P., Ebeling, M., Raid, T.

Luxembourg: Office for Official Publications of the European Communities

2009 – 138 pp. – 21 x 29.7 cm

EUR – Scientific and Technical Research series – ISSN 1018-5593

ISBN 978-92-79-14362-5

DOI 10.2788/48040

Abstract

Articles 6(1) and 7(2) of Council Regulation (EC) No 199/2008 state that the evaluation of both NP proposals and TRs should be carried out by STECF. Therefore, the guidelines and templates should also facilitate SGRN's evaluation of Member States' compliance with the DCF. SGRN received a mandate to review these guidelines and templates in its July 2009 meeting (SGRN-09-02), and proposed a new structure for both NP proposals and TRs, and a totally revised version of the Standard Tables. The RCMs subsequently provided an in-depth review of the revised tables. The purpose of the SGRN/ECA-09-03 meeting (Ispra, 19-21 October 2009) to review of NP and TR guidelines was to finalise the templates and guidelines, starting from the work done in SGRN in July 2009 and the comments made by the four RCMs (RCM North Sea and Eastern Arctic, RCM North Atlantic, RCM Baltic, RCM Mediterranean and Black Sea).

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LB-NA-24101-EN-N



ISBN 978-92-79-14362-5

